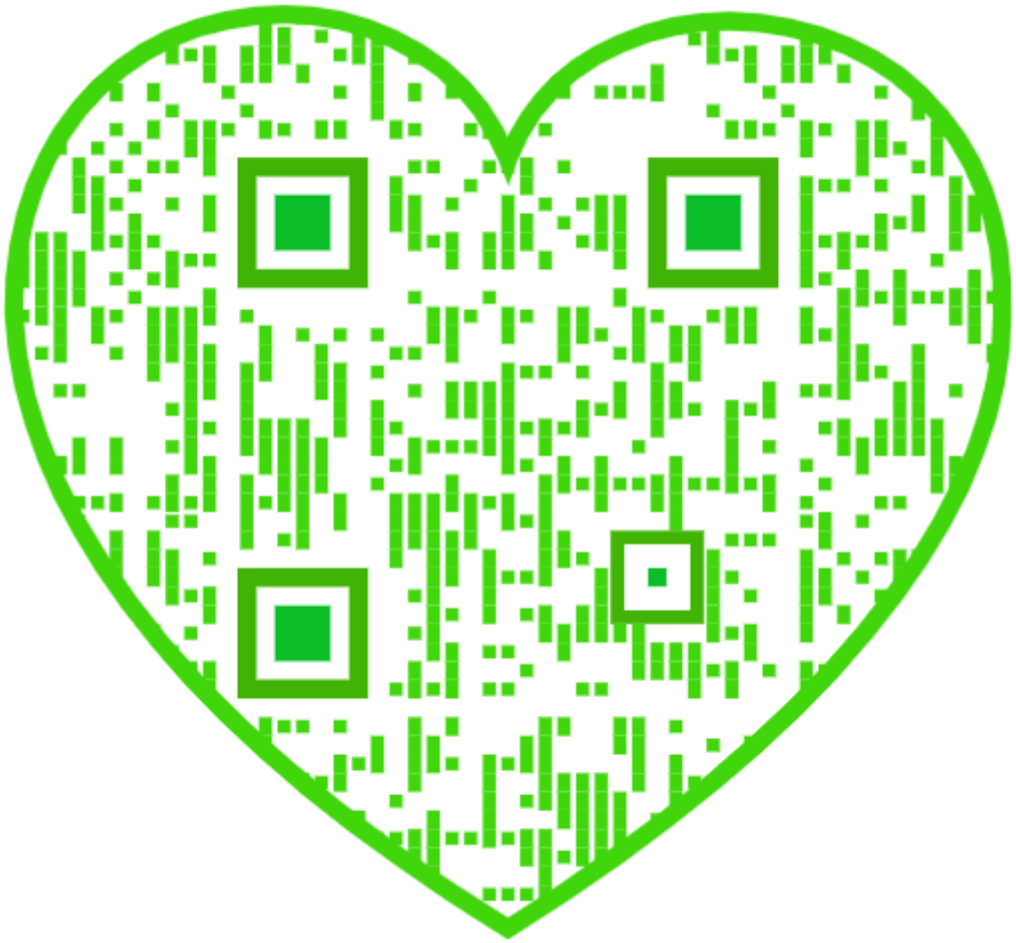

MODERN JOURNALISM

A HANDBOOK OF INSTRUCTION AND COUNSEL FOR THE YOUNG JOURNALIST

BY

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PREFACE.

IN sending this little work to press the Author makes no pretension to journalistic pedagogy. He does not claim to supply a complete course of instruction in the profession of journalism. The poet is born, not made; but the journalist can only hope to attain to eminence in his profession by diligence in its practice, and by constant practical endeavour to excel. At starting, he must be well educated, and he must ever keep himself at school, being always quick to note and willing to learn. At the same time, however, the Author hopes his HANDBOOK will be found helpful to young men who contemplate joining the profession, and wish to qualify themselves for it, as well as to those who, having already enlisted in the service, are honourably ambitious of achieving distinction in the sphere of active life which

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they have entered. He is conscious of the existence of a strong desire among all classes of the community to have some idea of the manner in which the daily newspaper is produced, and, therefore, in the chapters appended, he has appealed to the general reader as well as to the professional student. There is no mystery in journalism; and the Author does not consider he is making any unjustifiable revelation in describing conditions of service and modes of operation in the various literary spheres or departments of newspaper enterprise that are familiar to all experienced journalists. He cannot, however, admit that he has been much influenced by a desire merely to satisfy a legitimate curiosity. His main object has been to render some service to the profession in which he has been engaged for upwards of a quarter of a century,—seeking, if possible, to raise it in the estimation of the public, to incite his colleagues to fresh efforts to magnify it and make it honourable, and to increase its influence as a powerful agency, disinterestedly working for the welfare of society and of humanity.

North-Eastern Daily Gazette,
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CONTENTS.

CHAPTER I.

PAGE

SHORTHAND - - - - - - - 1

CHAPTER II.

THE DISTRICT-CORRESPONDENT OR PENNY-A-LINER 6

CHAPTER III.

THE DISTRICT REPORTER - - - - - 10

CHAPTER IV.

THE BEST APPRENTICESHIP - - - - - 12

CHAPTER V.

COMMONPLACE HINTS - - - - - - 15

CHAPTER VI.

THE COMPOSING-ROOM NURSERY - - - 17

CHAPTER VII.

PAGE

THE JUNIOR REPORTER - - - - 20

CHAPTER VIII.

THE QUALIFICATIONS OF THE REPORTER - - 23

CHAPTER IX.

THE REPORTING STAFF - - - - - 29

CHAPTER X.

REPORTING CORPS - - - - - 34

CHAPTER XI.

THE SUB-EDITOR - - - - - - 40

CHAPTER XII.

THE SUB-EDITOR'S ROOM - - - - 46

CHAPTER XIII.

THE SPECIAL TELEGRAM AND THE SPECIAL WIRE - 52

CHAPTER XIV.

NEW FEATURES OF JOURNALISM - - - 57

CHAPTER XV.

THE LEADER-WRITER - - - - - 61

CHAPTER XVI.

PAGE
THE EDITOR - - - - - - 65

CHAPTER XVII.

THE UNPARDONABLE SIN - - - - 70

CHAPTER XVIII.

THE ANONYMOUS CORRESPONDENT - - - 74

CHAPTER XIX.

SALARIES - - - - - - - 80

CHAPTER XX.

THE LIBEL ACTION - - - - - 84

CHAPTER XXI.

THE NEWSPAPER MANAGER - - - - 88

CHAPTER XXII.

PUBLIC LIFE - - - - - - 94

CHAPTER XXIII.

THE NEWSPAPER PRESS FUND - - - - 99

CHAPTER XXIV.

PAGE

THE INSTITUTE OF JOURNALISTS - - - 103

CHAPTER XXV.

THIRTY YEARS AGO, AND NOW - - - 108

CHAPTER XXVI.

THE POWER OF THE PRESS AND ITS MISSION - 114

APPENDIX.

CHARTER OF THE INSTITUTE OF JOURNALISTS - 129

MODERN JOURNALISM.

CHAPTER I.

SHORTHAND.

Shorthand the Natural Auxiliary of the Journalistic Profession—Not absolutely Indispensable, but always Useful—Memory Reporters Supplanted — Pitman's Reform — Popularity of Phonography—Requirements of Newspaper Proprietors—Manual Dexterity—Rate of Speed Necessary—The Capable Reporter's Opportunity.

THE journalistic profession supplies a constant illustration of life at high pressure. The producers of the daily paper are engaged in an unceasing contest against time. They know that to fall behind time is to fall hopelessly out of the race. Hence Shorthand must be considered a natural auxiliary. Proficiency in the use of "the winged art" ought, therefore, to be regarded as among the most valuable accomplish-

ments of the working journalist. It is quite true that a knowledge of it is not indispensable in the higher departments of the profession. Shorthand, however, is found useful in them all; and many journalists of to-day would never have got a start at all, if they had neglected this preliminary equipment.

In these days no one need hope to obtain or retain service on the reporting staff of a newspaper, who has not acquired a knowledge of shorthand. The main entrance to the profession is practically shut against the youthful aspirant to journalistic work, who refuses to make himself master of Pitman's system of writing. It was not always so. In times not yet remote, reporters—and remarkably competent reporters too—were to be found in the active pursuit of their profession, who trusted for the efficient discharge of their duty more to their memories than to their notes. Reporting thus performed was, mentally, a most laborious and exhausting task. Few men were capable of it, and the few who were, naturally aspired to higher forms of literary work. Isaac Pitman has happily changed all that. The success of this reformer in making the acquisition of a knowledge of shorthand an easy task, has incalculably enlarged the number of the practitioners of the art. It is true that before Pitman invented his system, the practicability

of *verbatim* reporting by stenography had been proved; and that to this day some of the most rapid and most accurate reporters connected with the profession are stenographers. But phonography is the more popular system. It is now taught in nearly every school. Indeed it is scarcely an exaggeration to say that an ordinary commercial education which does not include Pitman's Phonography is considered defective.

As an illustration of the extent to which shorthand is studied, it may here be mentioned that Pitman's *Phonographic Teacher* sells at the rate of 150,000 annually, and that the total issue of the primer now exceeds a million and a half. It is believed that 95 per cent. of the reporters in active service in England, the Colonies, and the United States, use Pitman's system, and that its practitioners throughout the world number more than half a million.

Hence the verbatim reporter is no longer accounted a prodigy. For one who thirty years ago was sufficiently expert in the use of the art to be able to take and transcribe a full note of a platform speech, delivered at a fairly rapid rate, hundreds so qualified are now to be found. Newspaper proprietors, therefore, having so large a supply of shorthand writers at their disposal, feel they can insist on a knowledge of phono-

graphy or stenography as a *sine quâ non* of a reporter, without adding to the rate of remuneration formerly paid. Consequently, the memory reporter, however intelligent and ingenious he may have been, has been finally put on the shelf. He has been completely dispossessed by the possibly less informed, and in various respects less capable man, who can make effective use of phonography.

Of course it is not absolutely necessary for what may be called the apprentice reporter to be an expert shorthand writer when he first joins a reporting staff. He must, however, have made a certain amount of progress in the study of the art, and have given some promise of capacity for the attainment of proficiency in its use. In other words, he must mean to qualify himself as a verbatim reporter, otherwise his prospects of ever being more than a hewer of wood and a drawer of water in the profession cannot be considered bright. It is possible, indeed, that by fortune or favour, or as the result of special intellectual gifts or training, a "stickit" or failed reporter may leap the bars surrounding the higher branches of the profession, and in these more exalted spheres achieve success and even distinction. But for the average aspirant, failure to acquire not merely a knowledge, but dexterity in the use, of shorthand, will practically end his career.

He may safely conclude that unless he is able to advance his rate of writing gradually from 50 to 100 words per minute, and then to 120 and 150; unless he feels that he has within him the power, and believes that with practice he will be able to call that power into exercise, of keeping pace with a speaker who articulates at the rate of three columns of an ordinary newspaper an hour—the profession will never yield him any of its higher rewards. A speed of 120 words per minute may enable an ordinarily intelligent reporter to do work with a fair amount of credit. Once, however, the properly ambitious reporter has attained this speed, he will constantly strive to surpass it. And he will gradually succeed—finding it easier and easier after every trial to respond to the demands made upon his manual dexterity in moments of excitement when the orator unconsciously quickens his utterance, or in the midst of "scenes" when interjections by interrupters are frequent, and when two or more ladies or gentlemen speak at the same time. Such occasions are the opportunities of the capable reporter. Put upon his mettle, and retaining self-control, he makes the scene more memorable by the accuracy with which he reproduces or photographs it; —and at the same time he makes his own reputation.

CHAPTER II.

THE DISTRICT-CORRESPONDENT OR PENNY-A-LINER.

The First Rung of the Ladder—Formation of a Newspaper Connection—Manifold Reports—Prepaid Telegraph Messages—Rewards and Disappointments—Profitableness of Local News Agencies.

FOR many pressmen the district-correspondentship has proved the first rung of the professional ladder. Sometimes the appointment is self-created. A town or district has fallen out of news connection with the great newspaper world, taking in news but giving out none, until the occurrence of some important event—a startling disaster, it may be, or the visit of a high personage—fastens public attention upon it, and a man, it may be even a youth, of intelligence and enterprise supplies an account which at once makes him famous. Forthwith the leading newspapers apply for his services, and if he has push and energy he reaps a rich harvest. The incident which he utilises not only proves a windfall for himself, but serves as an introduction to a profitable newspaper connection.

Or it may be that the appointment is created and made valuable, not as the result of (for the young journalist) a lucky accident, but as the outcome of intelligent watchfulness and untiring industry. The unattached district-correspondent, who is familiarly styled a "penny-a-liner," keeps his eye and his mind open. He is prompt not only to make the most of a comparatively commonplace event, but in finding a market for his news. Obviously the larger the number of his clients is, the greater and more easily made becomes his income. He manifolds his paragraphs and reports if they are to be sent by post; and a few lines used by a number of papers, each paying at the rate of a penny per line, produce a fair return for the effort expended.

If the message is to be forwarded by telegraph to a number of papers, one copy suffices. The enterprising correspondent pays his message in advance, under an arrangement with the Post-Office, by which he is able to send the same report to as many as seven different newspapers for the price of two reports of the same length, to thirteen for the price of three, and so on—the rates being 1s. per 75 words for the first message before 6 P.M. and 1s. per 100 words after 6 P.M., and 2d. per 100 words for every repetition of the same message. If all the papers to which he

sends this report use it, each of them (unless a special arrangement exists, under which a fixed inclusive sum is paid for a telegram of a certain length, say 2s. 6d. for a short message, and 5s. for a message extending to 20 lines or so) allows the full telegraph rate. That is to say, the correspondent may spend 2s. in telegraph fees and get back 7s., with his ordinary linage remuneration over and above.

Of course it is possible that for various reasons—such as a pressure of other news, or a lack of appreciation of the message on the part of the sub-editors, or a desire to limit expenditure on the district-correspondence—only two, or not even one, of the seven papers to which it was communicated may use the telegram. In the former case, the correspondent makes nothing by his speculation, except what may be paid for linage; in the latter case, he loses the money he has expended. In ordinary experience many such disappointments and mortifications overtake the correspondent. As a general rule, however, the energetic and wide-awake "penny-a-liner" forms an extensive connection, and works it so wisely and effectively as to make a fairly good income; for although some of his clients may pay him less than even a penny a line, or a quarterly or yearly salary of extremely modest proportions, others give more

liberal remuneration. In any case, "many littles make a mickle." Sooner or later, too, a turn of luck is sure to come his way, and a rich harvest is reaped. Indeed, so substantial becomes the income of the industrious district-correspondent, that he is tempted to remain in his comparatively humble sphere, because when the opportunity of forming a connection with a reporting staff occurs the salary offered him is less than the income he can derive from the local news supply agency he has established.

CHAPTER III.

THE DISTRICT REPORTER.

On the Staff—Limitations and Advantages—Professional Educational Opportunities—Variety of Work and Claims—Truth-seeking and Truth-telling—Freedom from Partisanship.

THE young man who wishes to rise in the profession will value and promptly embrace the opportunity of joining a newspaper staff, even though at the outset the change means for him a pecuniary loss. Unless the right to do outside work, or to carry on supplementary correspondence is expressly stipulated for, it is generally and properly assumed that when a young reporter becomes formally attached to a particular newspaper he must be content to serve one master. The employer who pays for his work, and provides him with an office and all the necessary material, is entitled to a monopoly of his professional service. Of course the liberty to carry on a supplementary correspondence with non-competing papers is sometimes, and indeed frequently, bargained for and conceded.

Henceforth, however, the interests of the paper he

expressly represents become his chief concern ; and if he does his work faithfully and conscientiously, he finds in his new sphere the means of professional education far superior to those enjoyed by the junior reporter at headquarters. Within his own district the whole field is before him. A great variety of work claims his attention. He finds himself brought in contact with every form and phase of public life within his area. He sees how business is done in local boards as well as in police courts. He becomes an expert in all matters pertaining to municipal administration and legal procedure. The public affairs of the district, civil and ecclesiastical, are at his finger ends. He knows public men of all types and ranks, and is more or less trusted by them. To secure, however, the full use of his opportunities, and the full development of his powers, he must never permit private and personal interests to warp his judgment or affect his impartiality. He must strive to win the reputation of a truth-seeker and a truth-teller. He must be careful never to become a partisan, at all events in his professional capacity. As a reporter, he is expected to take no side, to keep out of all party contention though he may be surrounded by it on all hands, and to be always, and above everything, strictly loyal to fact and fairplay.

CHAPTER IV.

THE BEST APPRENTICESHIP.

The Weekly Local Paper—Duties of its Reporter—Contrasted with Duties of Junior of a Daily Staff—Preparing a Full Report—Available Aids and Checks.

OLDER journalists are frequently asked, What is the best apprenticeship for the profession? in which department or position may a beginner hope most thoroughly and satisfactorily to learn his business? Undoubtedly the best place for the young beginner is that of the district reporter, or of the sole reporter for a weekly local paper. In either capacity, but especially in the latter, the young reporter is cast entirely upon his own resources, and his best talents are developed. He is brought face to face with every class of work, and is required to do it or confess failure, which no man of spirit cares to do.

The junior reporter on a large staff is confined for the most part to a dreary routine of humbler and less important work—spending a great deal of his time in the criminal courts, where he daily hears the same

kind of cases disposed of, and attending only the pettier sort of meetings. On the other hand, as already indicated, the district-correspondent, or the reporter for a local weekly paper, is required to take cognisance of every department of public business and life. Moreover, he is sometimes privileged with a seat alongside journalists of experience, sent from head-quarters to do work to which special importance is attached by their superiors. Thus he has an opportunity of witnessing their *modus operandi*—all their self-invented devices for saving time, their selection of the wheat from the chaff, their estimation of what is worthy and what is worthless, and their contrivances for facilitating abbreviation or summarising if on their return to office they find less space can be allowed than was originally intended.

The reporter for the local weekly paper is generally required to produce a longer report than satisfies the daily paper. In his strict conscientiousness and anxiety to do his best, he will carefully study the abbreviated reports published in the daily papers, and will find many helps and suggestions from close examination and comparison. He will possibly be able to correct a mishearing, or supply a word which he could not make out when spoken from the platform or the bench, or be enabled to understand a

passage or a phrase which was beyond his own comprehension.

This kind of self-instruction tends to quicken and enlarge the mind, while it checks any tendency to vanity or inordinate self-appreciation. Many evidences of defective understanding and of liability to error, are brought home to the honest and anxious young reporter by his daily comparison of his own workmanship with that of more experienced men.

CHAPTER V.

COMMONPLACE HINTS.

The Diary—Getting and Keeping in Touch with Local Public Life—A Central Repository—Preparing for Advancement.

THE young reporter, in entering upon an engagement on a weekly paper under which the whole reporting arrangements and supply are left in his hands, ought, in the first place, to attend to his diary. He will enter therein all the fixed dates of the statutory or ordinary meetings—parochial, municipal, educational, or ecclesiastical. As an aid to him in his work, he will consult the local guide-books and directories, and strive to obtain a knowledge of all the arrangements or machinery by which the local public life is directed. To prevent any omission or mistake, and to secure notification of special meetings, he will politely ask the clerks or secretaries of the local bodies or authorities to enter his name on the lists of persons to be summoned. He will supplement these precautionary provisions by a daily examination of the advertisements published in the newspapers and

of the placards posted on the walls. He will take note too of the intimations of adjourned meetings and of court fixtures.

Further, he will make himself well acquainted with all public officials, from the policeman upwards, and will, by his evident appreciation of their help and hints, encourage them to keep him informed as to all that is passing or that they anticipate. He will seek to become the central repository of local affairs, and be recognised as the most knowing man in the community. In proportion as he displays vigilance and prudence in these respects, will he make his services efficient, will he increase the number of his "hits," as the discovery and effective use of exclusive information are professionally styled, and will he be marked out for promotion when a vacancy on the staff of a larger weekly or of a neighbouring daily paper occurs. Advancement is far more generally obtained by honest and intelligent service of the nature described and the reputation it wins, than by application sent in response to advertisements. Vigilance and enterprise, conjoined with intelligence and literary aptitude, sooner or later bring the welcome summons, "Friend, go up higher."

CHAPTER VI.

THE COMPOSING-ROOM NURSERY.

The Compositor's Training — His General Knowledge — Reporters' English — The Institute of Journalists' Scholarship Test — A Serviceable Assistant.

ANOTHER nursery for the reporting-room is the compositors' companionship. Only a workman of exceptional intelligence can satisfactorily fill a compositor's frame in a newspaper office. His training for the "case" is slow, but sure and thorough. At one stage of his apprenticeship he acts as reading-boy for the reader; and as all classes of copy — advertising, editorial, reporting, parliamentary, telegraphic, shipping, and commercial — pass through his hands, he has the opportunity of noticing how it has been manipulated by careful and experienced sub-editors, observing what has been struck out as verbiage, dangerous, or otherwise unfit, and how the whole has been prepared for the printer. After a little experience at "the frame" the apprentice is permitted to take his stand and turn alongside of the journeymen; and by the time he has

completed his seven years' training, he has learned more than can be acquired at "either school or college." He has become familiar with all the questions of the day, continental, foreign, and colonial, as well as law; or skilled, it may be, in the lore of the Stock Exchange room or the professional broker, although not given to speculation; or an adept in all manner of sporting quotations and affairs, although seldom showing much inclination to betting propensities.

That experience is, so far as it goes, the very best training that can be got for reporting and sub-editing work; and not unfrequently clever and ambitious young compositors pass from their frames to the higher branches of the profession. In some cases a defective scholastic education on the part of these men justifies the sneer about "reporters' English" which is occasionally heard. In the early future, however, it may be assumed that all ground for this depreciatory taunt will be removed. The Institute of Journalists has established a scholarship test, and no recruit who fails to pass this examination will receive the official mark or badge of journalistic qualification and status. Fortunately, however, for the apprentice compositor who has been put to work before his education has been far advanced, and who

aspires to the literary departments of newspaper business, the means of supplementary education can in these days be easily obtained. The probability therefore is that, even although the standard of education be appreciably raised at the entrance examination, the reporting and the sub-editorial staffs of our newspapers will continue to be reinforced to as great an extent as ever from the composing department. The practical knowledge acquired by compositors, more especially by those who take charge of the different classes of work, is so serviceable to the working sub-editor, that he readily appreciates the advantage of having in his department an assistant taken from the case-room.

CHAPTER VII.

THE JUNIOR REPORTER.

"Fag" Work Willingly Done—"Ready, Aye Ready"—The Rewards of Helpfulness—The Best Teacher.

THE juniors in the newspaper business have sometimes pretty rough experiences. The youngest apprentice in the composing-room or printing office is called a "printer's devil." The youngest member of the reporting staff of a daily paper is expected to do a great deal of "fag" work. If he is really anxious to make progress in his profession, he will not object to the drudgery, but rather will welcome it. As has already been indicated, the great danger against which he has to be on guard is the restriction of his work to the humbler class of reporting duties for an indefinite period. In the daily apportionment of the engagements, the least important of the meetings or of the inquiry-calls are assigned to him; and if he has a soul above the police court, he will frequently, under a feeling of depression, say to himself that, as the opportunity of doing important

work is never given him, the path of advancement is hopelessly barred against him.

If, however, he has courage and capacity, as well as ambition, he will dexterously grasp "the skirts of happy chance," and bravely breast "the blows of circumstance." He will not dawdle or loiter over the humbler duties he has to do, but will perform them as quickly and as efficiently as he can. He will thus show to his superiors, and more especially to his chief, that he has time and inclination for more work. He will exemplify the motto, "Ready, Aye Ready." He will be willing to take a "read-off" from an older reporter who has had a long "take" or "turn," or who for some cause needs relief, and he will strive to transcribe the dictated part of the report in such a way as to inspire confidence in his aptitude and serviceability. He will not grudge or hesitate to accept a commission from an overburdened senior, even although it is outside his defined sphere of duty. He will extend his working hours if required, or even if there seems to be the remotest possibility of his services being needed, far beyond the recognised limit.

By and bye his reward will come. Early at the post of duty, he will catch the first worm, in the form of some important piece of work, which nobody is at

hand to do except himself; late at the post of duty as well, he will some day alight upon a special or exclusive piece of information, which will bring his paper credit and himself favourable notice. Meanwhile he will be giving himself as much shorthand practice as he possibly can—testing his speed on the fastest speakers, simply for the sake of practice; and training himself to accuracy, by reading his notes and comparing them with the reports prepared by more experienced and competent men.

In note-taking and in reading or transcription it is practice that makes perfection. The young reporter cannot give himself too much exercise in note-taking —provided always that he is careful about the accuracy and distinctness of the formation of the phonographic characters. It is indispensable, too, that he should always read, if he does not always transcribe, what he has written in shorthand. He will also be a diligent student, especially of the newspapers—reading not merely for general information and instruction, but with an eye and a mind to professional education. His best teacher ought to be himself.

CHAPTER VIII.

THE QUALIFICATIONS OF THE REPORTER.

An Arduous Occupation—Long Hours and Express Speed—The Essentials of (1) Good Health, (2) Superior Intelligence, (3) Truthfulness and Impartiality — Characteristics of a Good Report — Photographing a Meeting.

THE first essential is good health. Any one who joins the press in the belief that his work will be light and unexacting will soon find out he has made a great mistake. It is true that in the reporting department there are recurrent periods of comparative quietness, in which time hangs heavily on one's hand, and that occasional excursions to the country, or the appointment to a special commission of inquiry, afford opportunities of healthful recreation, or for the formation of pleasant companionships. These restful times, however, are becoming rarer as the number of meetings and of incidents inviting publicity increases, and as the system of local government is more fully organised and developed on democratic lines.

The intervals of comparative leisure are almost

invariably followed by spells of excessively hard work, in which the staying powers of the reporter are severely tested. Occasionally his working hours are extended without notice or warning to sixteen or more in the twenty-four. For the greater part of that time he may be driving all his energies at express speed, having no opportunity for a comfortable meal, and, it may be, compelled to do his business under the most disturbing and unhealthy conditions.

Setting out early in the morning for an important engagement a long distance off, he may arrive at his destination just in time to begin note-taking. At the end of the meeting, or function, he may be required to hurry back to the railway station to catch his returning train, and have barely time to snatch a refreshment before resuming his journey. During all the time he is travelling home he may be busily engaged with the transcription of his notes, or with a descriptive article. Tired and wearied on his return to the office, he may find his expectations of a quiet evening rudely destroyed by a call to assist in the investigation of some tragedy, or he may be sent to learn the details of a great conflagration, or he may have to hurry to an important meeting which will occupy him till long past midnight. Only men of exceptionally strong constitutions can hope to stand up long under

the harassing duties of a profession which refuses to regard headaches or colds as excuses for the non-fulfilment of engagements, which repeatedly refuses to its members time for meals or for change of clothing after exposure to drenching showers, and which frequently demands two or three days' ordinary work to be compressed into the space of time between waking and sleeping. Nobody in weak health should ever think of becoming a reporter.

The second essential is superior intelligence. In the olden time, when the systems of shorthand in use were primitive and unsatisfactory in the extreme, and when writers for the press were required to trust mainly to their memories in the preparation of their reports, the remark was not infrequently made that the reporter must be at least as well informed a man as the speaker whose address or lecture he reproduced. As a matter of fact, he was expected to make rather than to report speeches, and to assign them to some public man with whose views they were supposed to be in harmony. In these days the shorthand writer who is a reporter does not require to depend mainly on his trained memory or his intelligence for the production of an accurate or satisfactory report. Nevertheless, in order to make his mark in his profession, he must be a man of wide reading and

superior intellectual capacity, who is constantly improving his mind. For weeks and months at a time verbatim note-taking may form only a small part of his duty. Paragraph writing, too often done hastily and carelessly, ought to be regarded as an exercise affording scope for the display of the highest literary skill; and nowadays no man ought to be satisfied with his attainments unless he is a good paragraphist. Members of the same staff, or of different staffs, may help each other's development greatly by a generous rivalry in this kind of work. Every reporter should strive to be able to put the pith of a column-long speech in a few sentences, so expressed and constructed that the speaker will not feel that he has been misrepresented, and that the reader will be able to realise in some measure the nature of the views which have been advocated, the argumentative force with which they have been presented, and the graphic literary dress in which they have been clothed.

Descriptive work forms a large portion of the reporter's duties. New railway lines, enlarged waterworks, improved drainage schemes, the plans of new townships, the architectural features of some imposing building or monument, the latest scientific improvements introduced into a gaswork or some great industrial concern, the equipments of the leviathan

steamship, the most novel features of the most powerful locomotive, the attractions and comforts of a model village, the distresses of an industrial community during a period of commercial depression or strife,—these, and a hundred other aspects of modern life in all its developments calling for public notice, engage the descriptive pen of the reporter. Unless he is able to perform this part of his work in a way that will interest and instruct the public generally, and at the same time satisfy the fastidious tastes of the experts, the paper with which he is connected will suffer more or less discredit.

A third qualification which may be noted here is truthfulness or impartiality. The reporter must keep himself as absolutely free from malice as a judge, otherwise he will subject the proprietors of his paper to costly litigation, and bring his own career to an ignominious end. He must seek to master any tendency to exaggeration or depreciation or caricature he may have, and write with the strictest possible loyalty to fact. By following this simple rule he will win confidence for himself and respect for the journal he represents. He will also have the satisfaction of securing for it readers who may be entirely opposed to, or out of sympathy with, its political teaching.

It does not require a journalistic expert to distin-

guish between a good, a bad, and an indifferent report. The intelligent reader can quickly discern the difference. Unless an absolutely verbatim reproduction of the *ipsissima verba* of the orator is required, the journalist will best show his competence and his qualifications who strips the speech of all introductory formalities and unnecessary verbiage or redundancy; who corrects grammatical errors and removes structural inelegancies; who never leaves unexplained a passage or phrase suggested by some incident in the meeting, such as a call from a dissentient or a cheer from a sympathiser; who brings out the temper of the audience by the notices he introduces of the characteristic or peculiar interruptions, and, when a "scene" occurs, succeeds in presenting a literary photograph of it, without the use of a word suggestive of partiality or of onesidedness. Two reporters equally skilled in the use of phonography, and even equally anxious to tell the truth, may produce work fitted to create quite different impressions as to the oratorical effectiveness of the speaker, or as to the feeling or responsiveness of the audience he has addressed.

CHAPTER IX.

THE REPORTING STAFF.

The Eye, the Ear, the Hands, and the Feet of the Paper—Organisation and Discipline of the Staff—Marking the Book—The Competent Chief and his Colleagues—Diversity of Talents Utilised—Proof Revision—The Sporting Staff.

IN the estimation of many newspaper managers and practical journalists who have a keen regard for business prosperity, the most important of all the working departments is the reporting staff. In the days of Greek supremacy, Athens was "the eye" of the federated states that constituted the fatherland. The reporting staff is not only the eye, but the ear and also the hands and feet for the newspaper. It is the main connecting link between the editor and the outer world. A properly equipped and well-balanced reporting staff is not easily organised. Certainly it cannot be created in a day, as many projectors of newspapers soon find to their cost. Like the British Constitution, it is a growth influenced by the proved necessities of everyday life as well as

by restraining traditions. Therefore it is at one and the same time enterprising and cautious; energetic, wide-awake, and adaptive, yet showing great regard for precedent and established rule.

Every member of the reporting staff ought to be, or at least ought to strive to be, a verbatim shorthand writer. Yet for the ordinary members of the staff, the gift of verbatim reporting is seldom called into requisition. Only on rare occasions are the full resources of the staff as regards verbatim reporting brought into play. As a rule most of the ordinary shorthand reporting is done by two or three members of the staff who are expert at the work, and who by long experience have acquired familiarity with the procedure and with the business of the public bodies that receive most attention from the press.

The chief of the staff who "marks the book"—that is, apportions the day's work as set forth in the diary—knows his men, and utilises them for the kind of service he thinks they can do best. One may be reserved for a series of confidential calls, projected it may be for the purpose of obtaining information solely for editorial guidance, or for the preparation of special news articles. Another may be sent to what may be called detective work,—searching for information about private meetings where business of

momentous public importance has been transacted, interviewing officials pledged to secrecy about matters in which the public have a keen interest, conferring confidentially with public men who are disposed to be helpful to the press, or it may be investigating the details of a startling crime or an appalling disaster regarding which more news is desired than the official reports are likely to supply. Others may display special faculty for musical and theatrical criticism, or may develop a keen interest in volunteering or out-door games. The shrewd and competent chief will make it his business to appoint the individual members of the staff to the work for which they have the most aptitude, and thus seek to obtain for the paper the best service available.

When time permits, the copy of the ordinary members of the staff passes through the hands of the chief for revision or abbreviation before it reaches the printers. In any case, the head of the staff, who is held responsible for the work of his men, should see proofs of all the reports and articles prepared in his department. His corrections will be found by the junior members a valuable education,—tending not only to improvement of literary style, but enforcing the need for prudence and accuracy, repressing any disposition towards the use of extravagant language,

and pointing the way to a just and reasonable appreciation of the value and importance of facts collected or speeches reported.

A well-disciplined, properly equipped staff works smoothly and harmoniously. While each member takes pride in his own productions, he is also concerned for the quality of the productions of the staff as a whole. Combined vigilance, so that nothing of importance may be missed; mutual helpfulness, so that the best results possible may be secured; constant stimulus in enterprise and in literary effort, so that the reputation of the paper may be sustained and increased—are the qualities which a wise and skilful chief will seek to nurture, and which every loyal-minded self-respecting member of the staff will strive to exhibit. But, as has already been indicated, a perfect staff thus disciplined, and thus fortified by the true *esprit de corps*, cannot be got ready-made. It can only be produced by years of wise management, and it can only be maintained by constant vigilance and fidelity.

In former days the sporting reporter was under the direction of the chief of the staff. Sporting news, including racing, coursing, football, cricket, baseball, athletics, hunting, angling, yachting, &c., has, however, asserted for itself so large and important a place in

the work of the daily paper, that it has latterly been assigned a department for itself, with which neither the editor, nor the chief sub-editor, nor the chief reporter takes much concern. Within certain defined limits as to cost and space, and general character of the news supply, the sporting staff is left in a condition of happy independence.

CHAPTER X.

REPORTING CORPS.

Parliamentary Staff—Insufficient Accommodation—The Corps at work in the Press Gallery, and at the Public Meeting or Congress—Advantages of Combination—Expedition and Cheapness—A Flattering Attention.

A CORPS is a combination of reporters formed to provide a report of an important speech or meeting or of some public body, simultaneously with the progress of the address or of the proceedings. Most of the London, and a considerable number of the provincial, journals maintain such corps for the reporting of the proceedings of Parliament. Few of these corps produce, from day to day, anything like a verbatim report; but most of them are strong enough to do that work when it is required, and generally at some time of the evening a tolerably full, if not absolutely verbatim, report of a more important speech or incident is called for.

The Parliamentary staff of a London morning paper, with both Houses of Parliament to attend

to, may number sixteen or eighteen men. From six to eight men may form a full working corps—that is, a force sufficient to keep the preparation of the report as nearly abreast of the proceedings as is possible. When the business is unimportant, and only a brief report of the proceedings is required, the "turn" of the individual reporter may extend to two hours. When, however, the corps is in full operation, each reporter may be assigned a fifteen minutes' "take," and be allowed an hour and three-quarters for the transcription of his notes. This is not considered too hard driving, even when a full-dress debate is in progress, and a verbatim, or nearly verbatim, report is being produced. A competent reporter can supply a column of copy in an hour and three-quarters, without any special exertion; and a quarter of an hour's note-taking is generally sufficient to produce nearly a column of matter, when a full report is being prepared. When, however, only a short report is required—one of the extent which generally suffices for most of the papers—the Parliamentary reporter has ample leisure for his duties, and also for the performance of extra professional work for which he may be engaged. As the night advances, and the time becomes more valuable with the approach of the hour for publication, the "takes" are shortened to

ten or five minutes, or even to still shorter periods, in order that the report may be completed within a few minutes after the closing of the debate or the rising of the House.

If more sitting accommodation were attainable in the press gallery, the work of the Parliamentary corps would be greatly facilitated. Under the existing conditions not more than one seat can, with certain exceptions, be allotted to one paper. When the time for the relief of the note-taker comes, his seat in the gallery is taken by one of his colleagues, and he withdraws to a writing-out room. If each paper could have seated in the gallery a staff sufficient to do its work without the necessity of constant changes and reliefs, the "takes" would be arranged according to the ever-altering conditions and necessities, and the prepared copy would be kept close up to date throughout the whole evening. In that event the press gallery would frequently make a more imposing display, in respect of the number of occupants, than the House itself.

The reporting corps is seen working in perfection at a large meeting addressed by a speaker of first-class importance. It may consist of from five to seven, or eight or more men. The chief generally acts as timekeeper. When the orator of the evening

begins, it is the aim of the chief to set his whole staff at work with as little delay as possible. He therefore starts with two or three minute turns. In ten or fifteen minutes he will have five men at work—one taking notes and four writing out. The first of the five will have nearly finished his transcription before the fifth man has begun his note-taking ; and when he hands his copy, marked *A* in addition to the ordinary numbering of the folios, to his chief, or to the man in charge of the copy, he is ready for a second take, when the signal is given him to relieve the fifth or the last member of the corps. By this time the second man is nearly finished with the writing out of his first turn, and he in due course passes over his copy, lettered *B*. And so on, in one continuous unfailing round, until the speech is finished. If the five men are not able to keep up with the speaker, then the takes or turns will tend to gradually lengthen. If, however, the corps number seven or more men, there ought to be no danger of a lapse ; the reporters will have adequate time for transcription, and the chief, if he is anxious to make a smart finish, will shorten rather than lengthen the turns, so that the last man who takes shorthand notes may not have more than a minute, or a minute and a half, of speaking to transcribe.

When reporters from different towns meet together on the occasion of some great political demonstration, they generally form combinations of the nature just described. Sometimes a hundred reporters may be in attendance, but not more than five or six distinct reports may be prepared. By thus combining for reporting and also for telegraphing, the representatives of the various papers secure expedition and cheapness at the same time. Not only is the speech written out as the orator proceeds, but the copy is conveyed to the telegraph office with all possible haste by special messengers. Thus it often happens that in scores of newspaper offices, hundreds of miles distant, a column or more of the statesman's speech is actually in type before he himself has resumed his seat. It is no unusual thing for a copy of a local paper containing a full report of the more important address delivered at a great political demonstration to be put into the hands of the speaker before he quits the platform—a flattering attention which is always highly appreciated.

As has been explained in a former paragraph, the transmission of the same report to a combined group of papers in different parts of the kingdom reduces the cost of telegraphing by three-fourths. A special report of a speech delivered by Mr Bright at Bir-

mingham, thirty years ago or so, cost a Scottish paper nearly £40, heavy railway charges having been incurred in addition to the heavy rates of the Telegraph Company, as the telegraphic communication was not at that time complete. A telegraphed report of a four-column speech may now be obtained through one of the news reporting agencies for less than £2, inclusive of all outlays.

Of course similar corps combinations can be brought into operation in the Law courts, in the Church assemblies, and in congresses of any kind, whether for scientific, educational, commercial, or trade purposes, when important business is on hand, and full reports are required while the proceedings are in progress.

CHAPTER XI.

THE SUB-EDITOR.

The Daily Plan of Campaign—Calculation and Apportionment of Space—Claims of Editorial and other Departments—Varying Size of Paper—Curtailment of News Supplies—The Struggle for the Mastery—The Sub-Editor's Triumph—Late News and Change of Plans—Harmony of Departmental Working—*Esprit de Corps.*

THE sub-editor is the one member of the working staff of the daily newspaper who is constantly in touch with all the other departments. Appearing early on the scene, he completes his arrangements or plan of campaign before the compositors begin to "set." Not only does all the copy for the day's paper pass through his hands, but he is responsible for getting the paper to press in time to enable the publisher to catch the early despatches. The members of the other departments think him a dictator, but, like many persons credited with absolute authority, he is really controlled by circumstances always changing and more or less suddenly developed.

In preparing his scheme for the distribution of the space for the day, the sub-editor must first ascertain

from the commercial department the amount of advertising to be expected, for it is only the space the counting-house leaves that he has at his disposal. Now, the extent of the advertising is subject to great fluctuations. There are heavy days and light days in every week, and there are heavy and light periods at different seasons of the year. The watchful intelligent sub-editor soon comes to know these times and seasons as well as the advertising clerk, and a brief talk with this official generally enables him to form a tolerably accurate estimate of the amount of space to be left for news. Next he consults the editor, and learns his desires and proposals. Then he confers with the chief reporter, and takes note of his demands. He learns, too, what the sporting and commercial editors expect and wish. He examines his own diary, and ascertains the nature and extent of the outside special services ordered for the day. Allowing so much for ordinary, commercial, and shipping news, so much for Parliament, foreign telegrams, letters to the editor, literary notices, &c., he tabulates a statement of the total amount of copy to be supplied, and of the news space to be required for the day. He generally finds that the supply promises to be largely in excess of the storage capacity, and one of two courses becomes necessary. Either he must obtain

the consent of the editor and commercial manager to a larger sized paper than had been contemplated, or he must insist on a general curtailment of the supply of news. If it be decided that an extra large-sized paper be resorted to, he will give notice to the manager of the composing department, so that he may be able to make the necessary arrangements. It is possible, however, that no definite decision will be come to, but that the sub-editor will be asked to exercise his discretion when the time for putting the paper to press arrives, as to whether or not the weight of the pressure of the news supplied, and the amount of available matter in type, justify or permit an increase of the ordinary size of the paper.

If, however, it be arranged that the ordinary size is to be adhered to, the unpleasant duty of requiring a restriction of the minimum estimate of space needed devolves upon the sub-editor. Unless he is a man of tact and judgment, he will inevitably give offence to the colleagues whose contributions are to be curtailed, or he will commit serious blunders. He must be resolute and firm while conciliatory, otherwise he will, as the time for publication advances, find himself supplied with much more material than the paper can hold, and much more copy than the printers can put in type. In the blind, helpless scramble that will

then become unavoidable, many items and several articles and reports of urgent importance will be crushed out, to the disappointment of the ordinary reader and to the discredit of the paper. The strong, competent sub-editor, who knows his duty and his mind, will constantly be on his guard against being overpowered in this humiliating way. He will strive so to regulate and to manipulate the supplies of news that they will not master him, but that he, retaining mastery of them, will really mould the character of the paper.

A triumph of this kind cannot be effected without the exercise of unceasing vigilance, untiring industry, and a rapid adaptability. In the first place, the sub-editor must always be in advance of his work, and be ready to revise it,—curtailing or extending copy according to circumstances and requirements; consenting to an enlargement of one report, but insisting on the restriction of another, according to their relative importance; keeping every column, every article, every paragraph, and indeed every line, under his eye, so that in the event of any emergency, any sudden call upon his space by the details of a great disaster, or of some ministerial or commercial crisis, or the report of an unexpected speech of first-class importance delivered in Parliament or in some distant part

of the country, he may be able with the least delay and loss to find accommodation for the more valuable news of the day.

It is hard on the sub-editor to have all his elaborate arrangements upset, and his hours of labour wasted, by the arrival, shortly before the hour of going to press, of a large supply of copy of supreme interest. His perplexity and distress, too, will be increased by the understandings come to with the editor and his colleagues, who may have retired for the night. He will not, however, hesitate to make the sacrifice of his own labour and plans, and he will dare to set aside the arrangement made with his superior, in order to provide space for the details or the reports which will confirm the reputation of his paper for enterprise and up-to-dateness. Adapting himself to the new situation, he will throw all his energies into the struggle, and will seek to provide scope for the energies of all left to assist him. He will give the earliest possible warning of the demand to be made on the speed and skill of the compositors, the stereotypers, and the machinemen, so that all may be put on the alert, so that not a moment may be lost anywhere, and so that the paper may be produced in time for the early trains and deliveries,—in a form very different indeed from that expected even by the editor and most of

his colleagues, when they had withdrawn in the belief that the real work of the night was done, but in a form that will excite universal favourable comment, and extort even from opponents the confession that the paper has made a telling hit. The value of a sub-editor who can do such work—who is intelligent, tactful, resourceful, and, when the occasion requires, indomitably energetic and assertive—is incalculable.

Perhaps no member of the staff is by daily and hourly experience made more sensible of the need of harmony of action, and of united helpfulness in the different departments, than the sub-editor. He realises very fully that "the eye cannot say unto the hand, I have no need of thee; nor again the head to the feet, I have no need of you." He sees how much at times depends on the celerity and fidelity even of a messenger; how frequently errors, both petty and gross, are prevented by the smartness of a compositor, or the accurate knowledge of a reader or press-corrector; how much improvement may be effected by the utilisation of the knowledge of a humble colleague possessed by an enthusiasm for some speciality. Accordingly he must make it his business to encourage the offer of help from every quarter, and to develop that mutual loyalty that is described by the phrase *esprit de corps.*

CHAPTER XII.

THE SUB-EDITOR'S ROOM.

Sub-Editorial Revision and Supervision—Their Objects and Advantages—The Inrush of Copy—The Pressure of Details—Order in the Midst of Apparent Confusion—Summary Writing—The Sub-Editor's Mark—His Continuous Duty.

AS a general rule, all the news copy for the day's paper passes through the sub-editor's room. In some offices the reporters, the commercial editor, and the sporting department send their contributions directly to the printer, and the sub-editor contents himself with the supervision that is possible by an examination of the proofs. This supervision is necessary, in the first place, for the modification or excision of extravagant or libellous language that may have been used by writers of limited experience; in the second place, for the avoidance of the repetition of the same items of news—a constant danger when the staffs are large; and in the third place, for the confinement

of the supplies from the different rooms to their assigned limits.

These objects are, however, best and most cheaply secured when the supervision is exercised on the manuscripts—an arrangement by which the sub-editor not only prevents a great deal of unnecessary setting in the compositors' department, at the cost of the establishment, but also secures for himself a greater amount of freedom in making alterations and improvements, restrictions and enlargements, suggested by his wider information, or his knowledge of the altering conditions of the news pressure, such as when meetings prove to be less important than had been anticipated, or when unforeseen demands on space are being made.

In any case, proofs of the whole matter for the day should be carefully examined in the sub-editor's room. By this precaution only can duplications, or repetitions or blunders, that subject the paper to disparagement be prevented, the contents be arranged in something like natural order or juxtaposition, and an appearance of compactness be obtained,—each paragraph or article, or class of news, being assigned to its proper place, and prominence being given to intelligence of special value or interest. The good appearance of the paper, and the ease with which its contents can be discovered

by the ordinary reader, are largely dependent upon intelligent and vigilant sub-editing.

The sub-editor's room, when the telegraph copy is being poured into it—the stream generally being greatest between eight P.M. and midnight—is really a stirring place. The greater provincial papers receive a much larger supply of telegraph copy than their London contemporaries. London, of course, is the chief news centre, and reports that have to be telegraphed to the provincial papers are obtainable by the London press without the employment of the telegraph. The Parliamentary reports, when business of more than usual interest is being transacted at Westminster, are sent over the wires in sections to expedite the transmission. Sometimes nearly all the letters of the alphabet are exhausted in the naming of these sections, and sometimes ten or more are being forwarded to the newspaper office simultaneously, —the pages of the different sections seldom arriving in order. To place these pages in their proper sequence, to get all the sections completed and arranged, and the whole report, extending possibly over many columns, pieced together in proper form, is a task requiring a cool brain and nimble fingers. Similar experiences occur during the sittings of congresses of which long reports are required, or

when some great political or other public demonstration is in progress.

The mastery of one big event or telegraph report is a comparatively simple affair. What is infinitely more trying is the great multiplicity and pressure of smaller demands upon attention. The foreign telegrams, the district news, the commercial reports and tables, the notes of shipping movements, the letters to the editor, the special contributions of correspondents, the consultations required by the editor or the printing manager or other departmental chief, may all simultaneously call for sub-editorial supervision; and if the chief relax his grip for a moment some detriment is inevitably sustained. If he lose his head, confusion quickly reigns supreme, and the paper is rushed to press anyhow. The expert professional eye witnesses the signs of weakness and loss of control next morning; while the ordinary reader, puzzled and perplexed by the defects, is tempted to think he must try another journal.

The sub-editor may be required to write the summary notes; and reading widely and carefully in preparation for this task, he will take a pride in the amount of intelligence and literary taste he can impart into these hastily constructed paragraphs. He may contribute many additions or emendations

to the work of his colleagues or of outside contributors; he will store up various reserves to be used with effect as time and circumstance may afford the opportunity. But, as a rule, he has no time for, and is not expected to supply, original writing. Yet no member of the working staff stamps his mark so distinctly, or so constantly, on the paper, and by no one is its character as a news-sheet more powerfully influenced.

The sub-editorial staff of a large morning daily may consist of from three to six men, while an evening paper cannot do well with fewer than three. Unlike that of the reporting room, the work is not intermittent. It is continuously laborious; and in well-ordered establishments the needed break or relief is obtained by a night or a day off once a week for each member of the staff. The working journalist is not by any means over-liberally provided with opportunities for recreation. The ordinary bank holiday brings no respite for him. For many of the papers in England, and for all the daily papers in Scotland, Christmas Day, New Year's Day, Good Friday, and Whit-Monday give no rest. Not only do the large majority of journalists perform their work during the hours generally devoted to sleep, but they are kept at their desks during what they may themselves describe as universal holidays. And the time

allowed for recreation in summer is comparatively limited too. In the provinces, the reporters and the sub-editors are not given more than a fortnight or three weeks; in London, a month is the general rule.

CHAPTER XIII.

THE SPECIAL TELEGRAM AND THE SPECIAL WIRE.

Duplication of Telegraphic Supplies—Foreign News Service of Leading Dailies—The Provincial Papers and the London Special Wire—Equality of Advantage—The Stock Exchange Code—Rapidity of Transmission.

A CONSIDERABLE portion of the daily news supply is common to all newspapers with any pretentions to importance and influence. Nearly all of them subscribe for Reuter's service of foreign news telegrams, and the supplies of one or more of the news agencies whose headquarters are in London. The larger and more enterprising journals, however, supplement these arrangements by special telegrams forwarded by representatives in all parts of the country, and indeed of the world. Their special inland service often includes market and commercial, as well as sporting news of all kinds, along with the ordinary general news. It is supposed that the greater freshness and character given to the papers by the special telegrams will repay the extra outlay they involve.

These ordinary special supplies are further supplemented on extraordinary occasions, such as in the event of some terrible disaster, or impressive national ceremonial, or international conference, or great war. On these occasions it is known that the more ambitious of the leading journals give handsome payments for services of exceptional value as regards promptitude or quality, and the enterprise of the recognised regular staff is often greatly aided by outside volunteers.

Several of the leading journals have acquired more fame and prosperity by the success of their special telegraphic arrangements than even by the excellence of their leading articles or of their literary criticism. In respect of its colonial and foreign news service more especially, the *Times* takes the lead of all its English contemporaries, and is indeed entitled to claim the first place in the journalism of the world. For many years one of the features of its Monday issue was its long telegram from Calcutta, obtained under a special contract for the use of the Eastern Company's wires on the Sunday when ordinary commercial business is at a standstill. Now it is felt that important news, even from the distant East, cannot be kept for a week ; and the special foreign service of the great journal, while supplied with

greater celerity, is drawn from the whole world. Little doubt can be entertained that its foreign news, even as regards political or Government business, is much more complete and more promptly communicated than that obtained by the Foreign Office itself. Repeatedly the *Daily News* has made notable *coups* by its special war telegrams. One of the leading characteristics of the *Daily Telegraph* is its "Paris Day by Day," provided by special correspondents making nightly use of the telegraph. The other London papers are more or less efficiently served; and of the provincial papers which have achieved the greatest distinction by the fulness and value of their special telegraphic supply, the *Glasgow Herald*, the *Manchester Guardian*, and the *Scotsman* are most entitled to honourable mention.

The introduction of the special wire followed quickly on the transference of the business of the telegraph companies to the Government. The necessities of the larger provincial journals in their competition with their London contemporaries and with each other greatly stimulated the development. As has been already stated, London is the chief centre of the news supply. To it the provincial papers are required to look for the more important portions of their commercial, shipping, and sporting news, as well

as for reports of the Law courts and of Parliament, and of a hundred other different matters daily. The provincial press discovered that unless they were willing to let themselves be quite eclipsed and overborne by their London rivals, they must have a London service of news as complete as if they were published in the metropolis. They and their readers, too, soon found that by a special wire hired from six P.M.—all the demands of the business community and the telegraphic service then practically cease for the day—till six A.M., they could, at much less cost and much more expedition than by special messages sent through the Post Office, be practically put on a footing of equality, as regards the news services of all kinds, with the best equipped of the metropolitan daily journals. Under this arrangement the London and the head offices are placed in direct communication with one another. The sub-editor at headquarters, or any other staff chief, can speak as easily with his colleagues in Fleet Street as with any member of the staff at work at the head office, and can thus at once arrange for what he desires to have. Most of the London offices of the provincial papers have further been placed in direct communication with the reporting staffs at Westminster. Hence, while it is now possible for the editor of a large daily paper

published in Edinburgh, Dublin, or Plymouth, to give directions to the London Parliamentary corps at any hour of the evening, his paper can be apprised of the adjournment of the House while as yet the cry of "Who goes home?" is echoing through the corridors of the Palace of St Stephen.

Various admirable contrivances have from time to time been adopted for the purpose of obtaining the fullest amount of service possible out of the special wire, which is hired for a yearly fixed sum. One of the most important of these, and one of the earliest adopted, is the preparation of codes by which as full a list of London Stock Exchange transactions as most of the London papers publish can be transmitted in twenty or thirty minutes. Sometimes when the pressure of news is exceptionally heavy, the telegraph clerk is asked to read out from the tape as rapidly as he can to a staff of shorthand writers, who take turns and transcribe their notes after the manner already described in the chapter on the reporting corps. As a rule, however, the telegraph clerk is able to write all that is required; or if not, part of the copy is quickly sent in sections over the ordinary Post Office wires.

CHAPTER XIV.

NEW FEATURES OF JOURNALISM.

The Interviewer—His Recognition and Position—Literature and Journalism—The True University—Artistic Illustration.

ASSUREDLY the press of England grows with the times. The halfpenny newspaper to-day is fully as large as the penny journal in the days of our fathers, and it contains a much greater amount and variety of news. The cheapness of the raw material and of the news supplies, along with the enterprise of newspaper management and the extraordinary increase of the demand for literature by the masses of the people, accounts for these remarkable developments. Nor are a broader news sheet and a greater and in every way improved news supply the only features that explain the enlarged popularity and influence of the daily press. In recent times the "interviewer" has made his appearance, and notwithstanding the prejudice felt against any attempt to "Americanise" the methods of one of the most conservative of English institutions, he has at last

obtained a recognised position as an agent with an intermediate status between the editor and the reporter for the instruction and the entertainment of the reading public. He has attained this recognition by means of his pertinacity, of his talents, and of his adaptability. "Interviewing," as practised in connection with English journalism, is on a higher plane than that with which the American press has familiarised the world. It shows more respect for the sacred privacies and for the domestic sanctities. It is altogether less reckless, seeking rather to provide interesting information than to supply gossip or scandal. The "interviewer," as known or wanted in England, must be a man or woman of wide reading and high intelligence, nimble-witted and nimble-fingered rather than imaginative, who fully understands the bearings of the subject on which he or she holds a private or personal discussion with a view to publication, and who is almost, if not altogether, as competent to write on it as the person interviewed.

Another development, if not precisely a new feature, formed the subject of a lecture Mr H. D. Traill lately delivered at the Royal Institution. Discoursing on "Literature and Journalism," this litterateur and journalist remarked:—"No important addition could

be made to human thought and knowledge by the man of letters but the journalist was at hand to seize upon it, and carry it from the narrow circle of perhaps only hundreds of readers to which the printed book addressed itself, and bring it, within a few hours it might be, to the ears of hundreds of thousands, possibly millions, whether they would hear or whether they would forbear. If that was rendering a service to literature, then, beyond all question, that service was rendered by journalism." This development, which is noted with much satisfaction in London, as fitted to raise the status of the daily journal and to increase its influence as an educating agency, is not quite the new thing the metropolitan critics assume it to be. It has been familiar for many years to the readers of several of the larger and more enterprising provincial papers in Scotland and England, which have given as much space to notices of new books as the weekly literary journals, and which have gradually attached to themselves groups of scholarly and learned men as literary critics. Moreover, these papers accept and pay liberally for special articles from literary experts who in their writings know nothing of political partisanship, and strive only to give healthy instruction on social, industrial, and scientific questions to the more intelligent and studious readers. The

truth is, the modern daily journal is not only supplanting the old literary magazine, but is bringing the results of the higher education to the homes of the people; nay, is realising the true ideal of the university,—the *universitas literarum*,—ever seeking the means of supplying instruction in all the most important branches of knowledge.

The introduction of artistic illustration is a third modern development, which has added appreciably to the attractiveness of the daily, and especially of the weekly, paper. Many artists now find it profitable to become journalists, and many newspaper managers and proprietors are encouraging the new departure.

CHAPTER XV.

THE LEADER-WRITER.

His Indispensable Qualifications — Specialising of Work — Emergency Service — Supplementary Work — Suppression of Personality — Neglect of Self-Interest.

EVERY adequately equipped newspaper has a staff of leader-writers and literary critics. These gentlemen may be regarded as at the top of the journalistic profession. Indispensable qualifications for the duties are wide reading and large experience. The writers are expected to be as well informed on political questions as the ministers or the party leaders whose speeches they criticise or enforce. Their knowledge of the affairs of the world generally ought to be such as to enable them "to survey mankind from China to Peru." If the staff is a large one, then certain writers make special study of special subjects. In addition to the advantage derived from this natural tendency to specialise on the part of the recognised and regular members of the staff, the editor frequently avails

himself of the aid of outside experts for the review of the more learned books in all the departments of science. But the ordinary leader-writer is liable to be called upon in any emergency, and practically without notice, to write in a popular intelligible style on any subject in politics or theology, in arts, literature, or science, that in the judgment of the editor calls for immediate treatment. Truly the leader-writer must wield the pen of the ready writer, and must have at his command the resources of the scholar, of whom it was said he was—

> "A man so various, that he seem'd to be
> Not one, but all mankind's *epitome*."

Moreover he must be adaptable as well as learned—able, as occasion calls, to write an article or a summary, a biographical sketch or a literary criticism, one full-length leader characterised by close reasoning and argument, or part of an "omnibus" leader,—the work of several writers all producing their copy under pressure of time, and mutually, as simultaneously, contributing to a general survey of the political or foreign or other leading events of the day.

Generally these leader-writers are fairly, but by no means too liberally, paid. As a rule, too, they are allowed to supplement their salaries by making contributions to magazines, or performing editorial

work for publishers, or writing books themselves; provided always that these other labours do not interfere with the efficiency of their service to the journal with whose staff they are connected. Yet few of the real "plums" of the profession ever fall to them. They walk in the shade. Their writings may largely contribute to the popularity, to the importance, and to the abiding influence of the paper, but they acquire no personal fame or profit beyond their fixed wage. With their various endowments they have seldom the gift of money making. Men immeasurably their inferiors in intellectual capacity, who concern themselves with the commercial side of the newspaper business far more readily than they fall into partnerships or proprietorships, reap the large profits of a prosperous undertaking, and transmit an abiding possession to their posterity.

The leader-writer's day of prosperity is, at the best, comparatively brief. Papers change their politics sometimes as well as politicians, and conscientious men may find it absolutely impossible to perform the necessary somersault. New questions arise calling for fresh minds. New methods are introduced, which the old steady hands, who naturally become conservative with advancing years, regard with dislike and distrust. So the old writers are gradually pushed

aside, and they begin to be troubled with painful reflections as to the inadequacy of their provision for old age, and the lack of any substantial inheritance for their children or children's children. The shoemaker's family are the worst shod; and the leader-writer who concerns himself with everybody's interests, only too frequently neglects his own.

CHAPTER XVI.

THE EDITOR.

The Centre of Power and Responsibility—Maintenance of Authority—Constant Supervision of Literary Departments—Proof Examination—Correspondence Revision—Relations with Working Staff—Inspiration of the Leaders—Never off duty—Social Attentions.

THE editor is the centre of power and responsibility. He should have control and oversight of every section of the literary department. That implies that all the appointments to offices in connection with the literary department should be subject to his approval. As a rule, the chiefs of the sub-editing and reporting rooms are left to select their staffs themselves; but their nominations ought always to be regarded as conditional until the sanction of the editor has been obtained.

Some understanding or arrangement of this kind is necessary for the maintenance of the editorial authority. The subordinate members of the several staffs are properly subject to their departmental chiefs,

but their fidelity ought always to harmonise with full and sympathetic loyalty with the editor, who, as commander-in-chief, represents and upholds the traditions and character of the paper. Every reporter and sub-editor, as well as every critic and leader-writer, should be made to realise that he need not hope to retain his place unless he enjoys the goodwill and confidence of the editor. It is necessary that the departments should be strong and self-reliant; but it is imperative that there should be a supreme authority, in order to secure a common loyalty, along with that unity in the midst of abounding diversity that gives character and influence to a paper.

The editor who faithfully and intelligently does his duty, will not only keep himself acquainted with each day's work of each department as it is in progress, but he will keep in constant friendly touch with his subordinate chiefs—discussing with them future events, giving helpful hints as to arrangements, and supervising, if not actually inspiring, the plan of the day's news supply, as to proportion and nature. He will have sent to him proofs of everything intended for the news, as well as for the editorial, columns; and he will personally revise these proofs according as he has leisure or opportunity, or feels the necessity for the work. All letters to the editor will be passed on

directly to his room, and the reading, abbreviating, or amending of these communications—frequently the productions of inexperienced and dangerous writers—will frequently consume a great deal of his strength and time. As early as he possibly can, he will have interviews with his leader-writers, and discuss with them the subjects which he desires them to treat. When the articles are completed, he will revise them carefully either in manuscript or in proof, and will in all probability place on them some amending mark, which will make the ordinary reader feel the presence of the master hand and master mind, and extract from even the writer the confession that the change is an improvement. Of course at times when the writer has misunderstood his brief, or has drifted out of sympathy with the views of his chief, or when later news has more or less altered the situation, the article may have to be almost reconstructed, the changes found requisite having proved so extensive.

It will readily be understood that, with all these responsibilities and labours devolving upon him, the editor cannot find time or opportunity to write much himself. Yet there are editors who, either from financial necessity, or because they believe, with Miles Standish, that if they wish to have a thing well done they must do it themselves, write a good deal—in-

deed one or two articles each day. When so much is done, however, it is either at the expense of other portions of the editorial duties, or of the toiler's health. Sooner or later the inevitable breakdown will occur—either in the working arrangements, or in the editor's physical or mental powers of endurance.

At best the editor's is a slavish occupation. The work can only be well and faithfully done by an expenditure of a vast deal of time in reading, in business conferences, and in writing. The editor is never really off duty; his mind is never at rest except when he is asleep in bed. Happy is he who, after the excitements and toils described, is able when bedtime comes to command and enjoy the refreshment supplied by "tired nature's sweet restorer."

One subtle temptation to which the editor is exposed is the pressure of social invitations. Many of these attentions are doubtless prompted by gratitude for services rendered, or by genuine admiration of the manner in which work of peculiar responsibility and arduousness is discharged. Not a few of them, however, are certainly suggested by a desire for favours to come, or are part of a deliberate design to make use of the personal talents of an accomplished man, and of the influence of the paper which he controls. It cannot be denied that frequently these social

functions afford opportunities for friendly and confidential intercourse with men and women who have special opportunities of acquiring knowledge in various departments of study and of life, and whose conversation is at once a revelation and an inspiration. But, generally speaking, the editor loses more than he gains by accepting the *rôle* of a society man. It is better in every way that those who wish to influence him, or who are really able to give him aid, should seek him in his *sanctum*, than that he should seek them in the fashionable *salon*, or at the dinner-table of a man of wealth or of fame. In his own room he is, and ought always to be, in authority, and should find it easy and natural to maintain his supremacy.

CHAPTER XVII.

THE UNPARDONABLE SIN.

Hearing Everything, but Telling Nothing—Special Sources of News Protected—Identity of Contributors and Authorship of Articles Concealed—The Penalty of Vanity or Garrulousness.

A SHREWD old editor, who belonged to the generation that has passed away, was wont to instruct the young men whom he engaged to "hear everything, but tell nothing." What he meant was, that while he expected all the members of his staff to be constantly on the outlook for information fitted to prove profitable to the newspaper, he desired them to maintain the strictest secrecy regarding all that they heard within the office affecting the daily work. Every newspaper which is conducted with enterprise and intelligence gradually discovers and develops special sources of information, and attracts certain groups of friends. Naturally it desires to retain them as an exclusive possession, and to protect valuable informants, who would cease to be helpful if they began to be identified as contributors. When a member of the staff

discloses to any one the names of these friends, he commits one form of "the unpardonable sin." It is well and proper for pressmen to be companionable with neighbours engaged in the same profession; but to communicate to a member of the staff of a rival paper sources of special information, or the names of friendly contributors, or the plans which are the outcome of the knowledge and experience of colleagues, or to give any hint of some special effort that is being made, is obviously an indiscretion of the gravest character, which cannot easily be excused.

Again, so long as the practice of anonymity is maintained, a journalist is not entitled, outside of the office, to identify himself or any of his colleagues with any particular work that has been done, or any particular paragraph or article that has appeared. Frequently the question is put by friends in perfect innocence, and with a desire to advise and flatter, or it may be with the intention of giving a warning or rebuke,—"Did you write so and so?" To sensitive-minded journalists, who have been educated professionally under the influence of the old traditions, such a question, when asked by friends whom they do not like to offend, often causes painful embarrassment. The best and easiest course to follow, is to let the inquisitive interrogator understand at once that pro-

fessional etiquette forbids the answering of the inquiry. The journalist who under the existing system admits or claims, even in ordinary conversation with casual friends, the authorship of an unsigned article, or reveals the name of a colleague as the author of certain work, commits another form of "the unpardonable sin."

Of course the absolute surrender of authorship is not required. The time may come when a perfectly justifiable self-interest may call for an identification of the writer with the articles he has contributed,—as, for example, when application is being made for another situation. What is to be guarded against, is the communication to intermeddling busy-bodies, or to the idly curious, the names of the authors of anonymous contributions, whether in the form of letters supplied by voluntary writers, or of articles prepared by members of the staff, for which the editor has assumed sole responsibility. The editor is entitled to insist on silence and secrecy; and if he ascertain that the names of writers who have communicated with him in confidence are being revealed to persons outside the office, he will fail in his duty if he do not institute at once a searching inquisition. And should he find himself confronted in the club, or in society, or in his own room, with assumptions which tell him

that certain members of his staff have, either from a weak amiability or from an irrepressible vanity, been publishing their feats to the world, he will have just cause to be displeased and resentful. Every office has secrets, which should be as jealously guarded as are those of the Cabinet; and they who cannot keep them need not be surprised if they cannot keep their situations either.

CHAPTER XVIII.

THE ANONYMOUS CORRESPONDENT.

Public Opinion —The Anonymous Controversialist—No Shelter for the Literary Assassin—Dangers and Advantages of Newspaper Correspondence—The Conflict of Classes and Interests—The Editorial Control.

THE correspondence columns of a newspaper, to which its readers voluntarily or spontaneously contribute, may at times be the most interesting and valuable. As outlets for the expression of public opinion, they may afford a truer indication of what is in the mind or heart of any section of the community than the platform speech or the public demonstration. The editor, therefore, who knows his business, encourages intelligent, fair-minded contributors who have something to say, or who have a right to be heard, on any subject of moment that engages public attention. As a rule, he prefers letters bearing the name and address of their authors. Sometimes, indeed, the nature of the subject under discussion, the contents of the epistle, and the relations

of the controversialists, cause him to require personal signature as a *sine quâ non.* When he does permit a correspondent to make use of a *nom de plume*, he insists on the communication to himself of the name of the writer as a guarantee of good faith. When a writer refuses this confidence, the editor remorselessly consigns the letter to the waste-paper basket. In nine such cases out of ten the name is withheld, not from modesty, but from a desire to avoid all kind of responsibility for a stab in the back delivered in the dark. An editor who respects his profession or himself will not give any encouragement or shelter to the literary assassin. Indeed it is not safe for him to do so. The law of libel, unjust and oppressive in many respects, rightly punishes with severity any abuse of the columns of the newspaper by cowardly and malignant traducers or by unscrupulous self-seekers.

The protection of anonymity in correspondence is sometimes a necessity. As a rule, writers who make charges of a serious nature, whether against a governing body, a class, or an individual, should be required to give their names to the public to whom they appeal. Sometimes, however, the position of the critic is so completely dependent upon the goodwill and the power of the criticised, that wrongs and abuses which call for remedy would never be exposed

unless the persons in possession of the facts were secured against identification. Individuals, as well as different classes of society, are closely dependent upon each other. The employer, for example, at times feels it would be imprudent to publicly associate himself with criticisms of his workmen or of their unions which he thinks should be published. Still more frequently the workman realises that to say over his own signature what he has in his heart regarding the conditions of his service, or the tyranny exercised by the foreman, would be to deprive himself of the means of maintaining himself and his family. Nor can the shopkeeper or merchant afford at all times to take his stand openly and prominently in favour of some reform or in condemnation of some iniquity, because of the offence he would give to his customers. Similarly, in self-defence, the shop-assistant is justified in assuming a *nom de plume,* and in looking for the protection of anonymity, when agitating for shorter hours or a weekly half-holiday.

Occasionally, when class is arrayed against class, it may be advisable for an editor to permit anonymous controversialists on either side to engage in fierce conflict. Just as blood-letting was once supposed to be an effective means of drawing off the bad humours of the physical system, this wordy

strife may provide a means of escape for bitterness, malice, and uncharitableness; or of removing misunderstandings, which might otherwise prolong the estrangement; or of widening the outlook, and enabling the combatants to look at two sides of the question, with a visible and immediate growth of the spirit of toleration and of sweet reasonableness. Anonymous newspaper correspondence may be so conducted and so utilised, as to tend, even in the midst of the hot strife, to enlightenment, reconciliation, and reform. The editor, while maintaining his own and his paper's views in the leading columns, will always seek to give a fair and impartial hearing to "the other side," so long as its champions observe the recognised rules of debate; and he will be as scrupulously faithful in preventing the identification of an opponent who has confided to him his name, as in protecting a friend.

Perhaps of all classes the one most subjected to anonymous criticism is the industrial. In times of conflict between capital and labour, the pens of the ready writers connected with the professional classes respond readily to inspiration, and produce a plentiful crop of letters to the editor, generally charged with censure against the working-men. The shopkeepers, too, of all kinds and degrees, finding their daily and weekly

drawings affected, are ready to cry, "A plague o' both your houses," while possibly more inclined to be condemnatory of the trades unions than of the masters' associations. As a rule, the rival trade associations ask the agency of the press for the statement of their case to the public, but on such occasions the correspondence conducted by secretaries or representative men is not anonymous, and properly so. Occasionally, however, complete acquiescence in the rival policies is not yielded by either body of constituents; and when a dissentient master wishes to make his views known, he is in as much need of the shelter of anonymity as the dissentient trades unionist. Of course, among the workmen, as the more numerous and perhaps less disciplined class, more dissentients are to be found than among the capitalists. In dealing with the communications of such correspondents, the editor needs to be generous as well as just—helpful and kindly in the way of emendation or omission. Occasionally, as a means of deserved punishment or for greater effect, the epistle of the unskilled writer may fitly be published *verbatim et literatim;* but, as a rule, editorial amendment is welcomed rather than resented by the illiterate writer and is appreciated by the readers.

It is generally when the public mind is excited by

some controversy—local, social, ecclesiastical, or political—that correspondence is most abundant. When party spirit is active and passions are hot, men are apt to write recklessly. For the gratification of a passing resentment they seek the publication anonymously of some criticism or attack on which, in ordinary circumstances, they would not have ventured, and which in any case they would not care to own. The editor needs to keep on guard against these recurring outbreaks of the "short madness." He will not hesitate even to disappoint and offend a personal friend rather than let his columns be used for the purpose of dishonourable attack. His journalistic reputation, as well as his duty to the public, requires him to be as inflexible in this respect as the very perfect gentle knight at King Arthur's court, who was solemnly sworn "to speak no slander; no, nor listen to it."

CHAPTER XIX.

SALARIES.

Good Wages, Good Workmen—The Advancing Rate of Remuneration—The Restriction of Perquisites—Proprietor's Claim to Monopoly of Service—Salaries of Reporters, Sub-Editors, and Editors.

THERE is no fixed scale of wages in the profession. The working journalist is left to get the best price he can for his services. As a general rule, the most liberal employers secure the most competent and trustworthy workmen. As a general rule, too, the most prosperous papers offer the most liberal terms, and thus secure the services of the journalists most qualified to maintain their pre-eminence. Sometimes the promoters of a new undertaking are more generous in their rate of remuneration than the older and wealthy proprietors; but sooner or later the higher salaries offered at the newer are equalled or exceeded at the older and more securely founded establishment. Unquestionably the general tendency is towards an advance in the rate of wages in the several departments of the profession, and this

tendency is strengthened by the advent of new papers.

At the same time, however, it has to be noted that what may be called the perquisites or opportunities for adding to the ordinary salary are fewer than they were wont to be. When a knowledge of shorthand was less common than it is now, the press reporters were frequently engaged to prepare special accounts of charity meetings for distribution among the subscribers, or of trading companies for circulation among the shareholders, or were employed as note-takers in some important case tried before a judge or an arbiter. Now the number of shorthand writers available enables the society or company secretaries to obtain special reports below press rates, while law reporting, for which the rates are better maintained, has become so important as to require special staffs.

Then, correspondence with other papers published in other towns is less favoured by the employers. The time was when reporters who wished to make money were able to derive almost as large an income from their supplementary correspondence as from their chief appointments. Necessarily, in carrying on the work, they sometimes supplied information to their clients which otherwise would have been, until the hour of publication, the special property of the

paper on whose staff they held a place. Thus they deprived the paper that had the first claim to their services of an opportunity of adding to its reputation and influence. Naturally, employers who desired to introduce special features of attraction did not care to have their choice and, it might be, dearly-bought items of information given to rivals for simultaneous publication. For some time, therefore, they have been conforming to the principle long acted on by the leading journal, that the members of their staff must render them an exclusive service—offering as compensation for the discontinued correspondence an increase of salary. This change has assisted the development of the various news associations, whose establishment in turn has limited the profitableness and extent of the local correspondence open to the reporter.

A district reporter, who generally starts as a learner, may be paid £1 per week. A reporter for a good weekly paper may receive from 30s. to £2 per week; but his employer will quite understand that if his servant is a good workman he will not be able long to retain his services. The salary of the junior reporter on the staff of a daily provincial paper may be set down as £120 or £130 per annum, the other members of the staff receiving, in the order of senior-

ity or efficiency, until the chief is reached, £150, £180, £200, to £300 or £400. The junior sub-editor, who is frequently transferred from the reporting-room, may begin with £150; and the salaries in this department may range between that figure and £400, seldom reaching, and still more rarely exceeding, £500. Assistant editors and leader writers are of course more liberally paid than the reporters or the sub-editors; but, like the members of the gallery staffs at Westminster, they are generally allowed to add to their income by extraneous work. The most industrious and successful of them, however, earn a modest revenue compared with that within easy attainment by members of the legal or the higher technical professions, who are not their superiors, but may be their inferiors, in respect of intellectual equipment or working capacity. The salaries of some of the provincial editors are now fixed at £1,000; and of course this rate is exceeded in the larger establishments in London. But these are the first prizes of the profession, and they fall to a very limited number of the working journalists.

CHAPTER XX.

THE LIBEL ACTION.

Injustice of Existing Law—Illustrative Hardships—The Attitude of Judge and Jury—Want of Mutual Helpfulness and its Consequences —The Restraint Injurious to Public Interests.

STRICT and constant editorial supervision is necessary for many reasons, such as the preservation of a high literary standard, the maintenance of the traditions and consistency of the paper, the encouragement or restraint, as may be required, of new contributors; but, above all, for the avoidance of actions for libel. Under the existing law, newspaper proprietors and conductors are exposed to grievous injustice. It is right that public men should be protected against reckless abuse, and that the sanctity of the home life should be jealously guarded. A paper that lets itself become the vehicle of malicious misrepresentation or innuendo, for the purpose of maligning an opponent or gratifying personal animosity, prostitutes its functions and ought to be smartly punished. Some forms of negligence, too, which bring pain or loss to innocent persons, deserve to be treated as criminal.

It is, however, undoubtedly hard and cruel that for an innocent accident, such as the misdescription of a bankrupt whose name has been taken from the official *Gazette* and telegraphed,—an error only detected, it may be, by a lawyer who has set himself to find a living out of press-harassment, and which, but for his officious meddling, might never have come to the knowledge of the person supposed to have been wronged,—a newspaper may be blackmailed to the extent of a hundred pounds or more, under threat of a costly litigation with a man destitute of means. It is glaringly unjust that for the publication of a sentence, spoken at a public meeting, in which the reporter detected no hidden sting; or written in a letter, in which the editor discovered no offensive inference; or introduced into an article without any malicious motive, but capable of being misread and misinterpreted to the disadvantage of some one unknown to the conductors,—a journal should be subjected to all the worry of a trial, followed by heavy damages and heavier costs. It is worse still, that when a newspaper, at the call of public duty, and in the public interest, exposes some scandal or denounces some flagrant wrongdoing, or takes the lead in an urgently necessary sanitary reform among people who have no means of redress except an independent

press, it should be haled before a legal tribunal as a gross offender, and subjected to the tender mercies of a jury, interested possibly to some extent in the maintenance of the wrongdoing which has been exposed, and liable to be bamboozled and mystified by unscrupulous counsel.

Journalists, and more especially newspaper proprietors, seldom get justice in the law courts. The reason for this is twofold. In the first place, juries too readily let themselves be persuaded that newspaper proprietors can afford to pay liberal damages to a man who pleads that he has been wronged by something that has been published, and that in any event the publicity given to the paper by the trial will quickly bring additional business more than sufficient to recoup the loss that may have been incurred. In the second place, and more particularly, the newspaper engaged in a litigation finds itself without any friends. There is honour among thieves, but there is no spirit of comradeship among newspaper proprietors or conductors. They do not take part with each other against the prosecutor for libel. They all with one accord resolve to keep out of "that galley," and leave the victimised journal to fight the battle alone. They fear that interference on their part might do the battling newspaper a service to their own hurt as

rivals in business, or involve themselves in an action too; and they feel no call to make such a sacrifice. Hence judge, counsel, and jury have all come to know that, however much the newspaper proprietor or litigant may be abused, derided, and ultimately fined, few if any of the contemporary papers will say a word in condemnation of the injustice.

In many respects the press of England is fearlessly chivalrous. Not infrequently indeed it shows itself recklessly generous in its championship of the oppressed and suffering. But it displays little or no chivalry or generosity to its neighbours in the same business,—at all events when they go into court to resist the extortions of a prosecutor for libel. Until this attitude or rule of conduct has been entirely changed, and until the profession unites for the protection of itself against mercenary or malicious prosecutions, newspaper proprietors and conductors will continue to be harassed and fleeced, the needed alterations in the law of libel will not be obtained, the power of the press as an exposer of wrongdoing and the champion of public interests will be restricted, and newspaper editors as they write, read, and revise, must train themselves to detect everything that has even the semblance of actionability about it, and to mercilessly excise the offending word, sentence, or paragraph.

CHAPTER XXI.

THE NEWSPAPER MANAGER.

Business Sphere Distinct from the Editorial—Need of Dual Control—Supreme Importance of Business Management—Its War Against Waste and Inefficiency—Its Incitement to New Life and Effort—Its Influence on Circulation and Advertising—Relation to Literary Departments.

IN some establishments business management is associated with editorial supervision. This arrangement cannot be commended. In the first place, it devolves too much labour and responsibility upon one man. In the next place the duties are quite distinct, and their efficient discharge calls for a different order of capacity—a different kind of experience and training. Moreover, the fitting times for the most effective performance of the respective duties of the two spheres do not synchronise. The controller of the counting-house and of the business department should see the morning letters, and give the start to the day's work,—a duty an editor could not be expected to perform for any length of time, or with the necessary amount of enterprise and initiatory force, if he

only got to bed in the early hours of the morning after a fatiguing night's labour. The editor, in the afternoon or early evening, should be prepared so to shape or mark out the night's labour as to secure the full and harmonious working of the literary staff, while he and his colleagues battle with the pressure which tends to become heavier as the hour for going to press approaches; and obviously, a manager who rises at cock-crowing, and finds the best of his strength gone in the afternoon, could not efficiently discharge these duties. Of course, in the case of an evening paper, the editorial and managerial duties are more nearly carried on simultaneously; but as the demands of the two departments are most urgent at the same time, one man cannot possibly perform both without impairing the efficiency of his services.

In its own sphere the managership is of supreme importance. Equally in an old and securely established concern and in a new venture, solidity of judgment, the power of intelligent initiation, and constant vigilance are needed. In a newspaper office, where hurrying and hard driving are the order of the day, the tendency to waste is strong; and only a manager who has a practical knowledge of all the departments, and keeps his eyes very wide open, can effectually check it. A business-like supervision of the ordering

and use of the stores and of the lighting arrangements may save hundreds of pounds in the course of a year. The constant revision of the despatch arrangements is required, to prevent the continuance of unprofitable agencies or the postage of papers to persons who have ceased to subscribe, and to secure the full utilisation of the contracts made with the railway companies, or of the arrangements with the carriers and distributors.

Paper purchasing is in some respects the most responsible of all the managerial duties. The outlay incurred in the purchase sometimes equals, and often exceeds, the entire amount of all the other expenses; and while the choice of a dear paper entails an increased financial burden, the selection of a defective quality subjects the paper to a discredit which is not quickly forgotten by the reading and advertising public. Fortunately, however, there is less danger of serious blundering in the performance of this duty than might be supposed. The keen competition of the papermakers brings before the manager a score of quotations, and the quality of the different makes, with the length of run or number of copies to the lb., soon becomes as well known as the lowest prices.

Then the weekly wages bill needs to be closely watched, in order to prevent rapid, not to say pheno-

menal, growth of expenditure. A competent manager will in most cases himself readily discover the cause or causes of the enlarged outlay. If, however, he is in doubt, and cannot find a satisfactory explanation, he should at once ask the foreman of the composing-room for information. In any case, he should trace the producing cause back to its originating source; and if he consider the outlay excessive or preventable,—if he find it due to say heavy corrections of proofs, or surplus setting, or a decline of repeated advertisements, —he must as discreetly and as energetically as he can set about the application of a remedy.

The manager has, however, to do even more important work than prevent waste or profitless expenditure. He has to secure the continuance, and, if possible, the steady enlargement, of the revenue by means of circulation and advertising. In both departments his initiatory spirit, his directing, stimulating influence, must be constantly felt. Every worker must be made to feel that his manager's eye is upon him; that any suggestion tending to business development will be cordially welcomed by him, and that helpful advice will be given when in any sphere the tendency seems backwards. The manager must make himself known and appreciated as the mainspring of the whole business side of the office—omniscient, full of resource

as well as of watchfulness; controlling, inspiring, readjusting, according to circumstances; anticipating the times and seasons at which, in certain localities, the circulation may be enlarged and advertising obtained. In a few of the larger and more prosperous offices canvassing is disallowed. At one time "touting" was considered as undignified and as unprofessional, as it is still regarded by lawyers, stockbrokers, and doctors. The old rigidity, however, has gradually been broken down, and canvassing both for circulation and advertising is now almost universally practised. In this field the manager with ideas in his head can find abundant scope for the exercise of his ingenuity. But steady, intelligent vigilance, inspiring energetic action at the right time, are generally more effective than novel and ingenious contrivances.

The manager, too, ought to be in close touch with the editorial and reporting departments. The policy of the paper may be beyond his province, but obviously the business interests of the paper call for friendly and intelligent co-operation between the various departments. The manager who knows his place and its duty will become the common centre of this friendly co-operation. He will be consulted by the editor or the sub-editor in the arrangement for the news supply.

While he will not act stintedly or niggardly, he will frequently be able, by his superior business knowledge and instinct, to suggest modifications in the interests of economy, or amplifications that will quickly repay themselves by meeting some felt want, and thus increasing the popularity of the paper with the reading and advertising public.

CHAPTER XXII.

PUBLIC LIFE.

The Power Behind Public Life—The Journalist Felt, not Seen—Impartiality and Independence Required—Generous Dealing with Opponents—Separateness of Journalistic and Parliamentary Careers—Repression of Personal Aims.

JOURNALISM forms a distinct, and by no means an unimportant, part of the public life of the country. In their own professional sphere, journalists as a rule have quite sufficient scope for the exercise of their public spirit. They find that they cannot be public men in the ordinary sense of the term,—that is to say, they cannot become members of municipal or Parliamentary institutions, or take personally a leading part in the direction of public movements, or platform speakers, or responsible advisers, without fettering their freedom as critics in the public interest, and thus impairing their influence as journalistic guides and teachers.

The journalist ought to be more than a partisan. He ought to open his columns impartially to all sides,

or individuals that are striving for the public good; and seek to keep the balance level as regards opportunities for publication in the midst of the contending parties. Obviously, therefore, the moment he personally takes his place in the public arena, he not only makes a descent from a higher platform than that occupied by the disputants or combatants, but he deals a blow at public confidence in his impartiality. Of course, subjected as we are to party rule, the journalist, as such, must almost inevitably sooner or later become identified with one of the great parties in the State, however anxious he may be at the outset to follow an independent course. Nevertheless he fails conspicuously in his professional conduct who fails to extend a fair and full hearing to opponents, and to win a reputation for generous treatment of political adversaries who are just and honourable in their treatment of him and of the public. A party journalist, while faithfully and effectively serving his side, may and ought so to conduct his paper and himself, that all who disagree with his teaching will be compelled to acknowledge that their views and cause have justice done them in the published reports and in the correspondence columns. He who succeeds in gaining this measure of confidence, gets his paper read and respected by both

parties; and thereby not only adds to its influence as an educational factor, but strengthens its commercial stability.

On the other hand, the journalist who takes part in public life as a local public man, or as a politician with Westminster as his chief arena, necessarily makes his paper more pronouncedly partisan. As his influence with his party increases, and as his personal future becomes more identified with its fortunes, his journalistic support of his party—in the minds of his political opponents, at all events—inevitably tends to grow slavish. Some time ago a good deal was heard of the "servile" or the "reptile" press of Berlin. Between the partisan journalism of England and the subsidised press of Germany there is, happily, a great gulf; but the danger of declension and deterioration is assuredly increased, when pressmen, yielding to the seductive attractions of public life, step out of their professional sphere and seek their reward in the political arena. Their presence at the political headquarters, and their familiarity with men who know more or less of the party secrets, may secure for them certain advantages as enterprising publicists—that is, so long as they make their journalistic work their chief concern. It is impossible, however, in the nature of things that they can long continue to do so. The

demands of their exacting constituents, not to speak of their personal ambition, must tend irresistibly to make them subordinate their journalism to their party or political service and their personal advancement. Thus the interests of the paper begin to suffer; and journalism is degraded from its lofty position as impartial arbiter and critic,—as trusted guide, philosopher, and friend.

In recent years the number of men who pass from the press into political life, or who make use of press connection for the advancement of personal political aims, has been markedly increasing. Undoubtedly press work is an excellent preparation for political service. Let journalists, however, remember with jealous pride that the press itself claims to be one of the Estates of the Realm; and if the authority and dignity of the Fourth Estate are to be maintained, the *rôle* of the journalist must not be subordinated to that of the Parliamentary politician. The two careers must be kept distinct. The true pressman who loves his profession, desiring to see it magnified and made honourable, will stick to it, and will resolutely refuse to permit any aspiring party man to make use of him or of his paper. That does not by any means imply that Parliamentary politicians should be boycotted as contributors. What

is here contended for, is that the responsible editor should keep himself clear of all personal political entanglements or temptations, so that he may feel free to criticise his own party if he thinks it is committing a mistake, and be able to resist any and all attempts to subordinate his own, or his paper's, services to the whim, or the resentment, or the ambition of a self-seeking individual politician or political group. Journalism must be kept free of personal political adventure, and as far as possible of party intrigue. Loyally seeking the independence and purity of the Fourth Estate, the faithful journalist will gladly submit to anonymity, and even to comparative personal obscurity.

CHAPTER XXIII.

THE NEWSPAPER PRESS FUND.

Weakness of Trades Union Spirit—The Profession's Honourable Pride —Growth of the Press Fund—The Management and its Beneficiaries.

JOURNALISTS, as already indicated, do not readily unite for a common professional purpose. The trades union spirit has never been strong among them. It was not till 1864 that the foundation was laid of an organisation representative of the pressmen of the United Kingdom. The sentiment which inspired the first bond of union was philanthropic and charitable. It was seen with pain, and a certain sense of shame, that through failing health, or from other forms of misfortune, many members of the profession became necessitous, while the widows and families of most of the men who had fallen prematurely in the battle of life were inadequately provided for. Before 1864, "the Press presented this strange anomaly—that while it was constantly and successfully advocating the claims of institutions founded for the unfortunate members of other classes of society, there was no provision whatever for similar cases connected with its own body."

The unwillingness to promote the foundation of a charitable fund was due mainly to a feeling of honourable pride. It was thought undignified and indelicate to expose in any way the distresses of members of the profession to public gaze, and to appeal for public aid; and when the Newspaper Press Fund was at last established, the fact that its conductors accepted outside help caused many members of the profession to hold aloof. The admirable discretion, however, with which the fund has all along been managed, has practically put an end to this feeling of suspicion and dislike. The institution is now almost universally regarded with gratitude and pride, and connection with it is accepted as evidence of loyalty to the profession.

The Newspaper Press Fund was incorporated by Royal Charter in 1864. It consists of two classes of members — ordinary and honorary. The ordinary members pay an annual subscription of £1. 1s., or a life subscription of £10. 10s.; the honorary member's subscription is £10. 10s. An annual dinner is held, at which a collection is taken; and as the chairman is generally a man of eminence, and the company largely representative of the classes and interests most directly benefited by the services of the press, the post-prandial contribution is liberal. In addition, donations are accepted, and a total revenue of between

£3,000 and £4,000 per annum is looked for. The latest report shows that the invested capital amounts to £24,405; the revenue for 1893, including a legacy of £1,000, to £3,862; while the sum expended in grants was £2,392. Altogether, since the formation of the fund to the 31st December 1893, 1,326 grants in aid have been made, and the total amount thus expended has been £24,583. 16s. 10d. "The recipients are proprietors, editors, sub-editors, leader-writers, musical critics, reporters, managers, &c.—their widows, and families, and orphans."

The Executive of the Fund is naturally located in London, but it is assisted in the work of administration by district committees, embracing the United Kingdom. "The applications for assistance are made in writing to the Secretary, and are then submitted to the Committee of Management, who investigate the circumstances of each case, and make such a grant of money as appears to them justifiable. The names of the recipients of the Society's grants are not published, and all communications in the nature of applications for aid are held to be strictly confidential."

An applicant for membership of the Corporation is required to make a written statement to the Secretary, setting forth his name, age, the number of years

he has been connected with the press, and the nature of his present or last employment. The application must be accompanied by a reference to two members, or other persons of known respectability. Every ex-member whose claims include a provision for his widow or orphans, or other dependent relatives, is entitled to the benefits of the fund, "provided he shall have been for three years a member, and shall not have ceased to be a member more than two years at the time when a grant is applied for." The benefits, however, are not confined to members. In order to meet some extreme cases of destitution on the part of journalists who have not become, or who have ceased to be, members of the Fund, or their widows or orphans, the Executive has power to give relief to the extent of 15 per cent. of the average annual amount of the donations in the three preceding years. Of the amount distributed last year, £2,099 was given in grants to fifty-two members and relatives of deceased members; £55 in annuities to two life members; and £238 to thirty-four non-members and relatives of deceased non-members.

An Orphan Fund has lately been founded in connection with the Institute of Journalists which is the subject of the succeeding article. Unfortunately there is need of both efforts; and all journalists who are able should subscribe to both.

CHAPTER XXIV.

THE INSTITUTE OF JOURNALISTS.

Establishment of the Institute—The Royal Charter—The Declared Objects—Journalism a Learned Profession—The Education Test—Its Need—Improved Education of Newspaper Readers.

A LATER organisation, bearing more directly on the status of the working members of the profession, is the Institute of Journalists. This Institute came into existence in 1889 as a development of the National Association of Journalists founded in 1884, and it was incorporated by Royal Charter in 1890. This charter specifies thirteen objects; but, briefly stated, the purposes are the elevation and the protection of the profession. The constitution and the management are broadly democratic. All members have equal rights; the principle of local self-government is recognised in the branch or district societies that have been formed; and though the central office and committee rooms are situated in London, the council meetings and annual conferences are held from time to time in the chief towns of the United Kingdom

and Ireland. Perhaps the most remarkable achievement yet reported, is the successful organisation of fifty-six districts and sub-districts, embracing nearly four thousand journalists. The next, is the promotion of a spirit of comradeship among pressmen, never before felt, or if felt never before displayed.

The first specific purpose set forth in the charter is "devising measures for testing the qualifications of candidates for admission to professional membership of the Institute, by examination in theory and in practice, or by any other actual and practical tests." In fulfilment of this pledge and aim, an examination scheme has been slowly and carefully elaborated. Of the educational standard which has been practically fixed, it may be said that it is neither too high nor too low to make a start with, though it must be revised and raised from time to time as the surrounding progressive educational conditions permit and require. What it concerns the public to know and understand is, that the working journalists of England consider their profession one for educated men, and mean to protect and raise it as such. The compositor must be a man of superior intelligence, if he means to become an expert in his business. A wide general culture, and quite an encyclopædical knowledge, are indispensable in the proof-reader. The

writers for the press, of all classes and degrees, ought, however, to be educationally superior to their colleagues in what may be called the higher mechanical departments of newspaper work. It is a desire to secure for this ideal of newspaper equipment a fuller realisation in the future than has yet been attained, or perhaps hitherto considered attainable, that inspires the loyal-minded journalists who are promoting this educational reform.

Every intelligent journalist must feel the pressure of the external influences urging the change. The marked advancement of the standard of education in our public schools; the establishment, equipment, and increasing popular appreciation of higher grade, technical, and high schools; the machinery which is being devised to bring the benefits of university training to the doors of the industrial classes; the strain and pressure of competition in other professions which are necessitating higher educational attainments in the architect and the engineer, the lawyer and the doctor, the teacher himself and the preacher,—all evidence the growth of new and more elevated conditions of public life. In this forward movement the journalists mean to participate, and thus to gain for their profession a position fitted to command for it increasing respect and authority, by

making it increasingly fit to do the work of instructing and guiding all classes of men in the ordinary public duties of life.

In these days, when the public speaker is laughed at if he make a grammatical slip, and when the preacher who is guilty of a mispronunciation which proclaims educational neglect greatly mars the effect of his sermon however sound it may be theologically, the newspaper conductor cannot afford to be satisfied with literary work which gives evidence of carelessness, or lack of skill, or defective training. The increasing hurry and haste with which the modern daily paper is prepared and put to press, likewise call for a higher degree of competence and trustworthiness in every member of the literary staff. The lads and the young men who are aspiring to enter the ranks of journalism, may therefore regard it as certain, that the better they are educated, the greater will be their chances of promotion, the more rapidly will they be advanced, and the higher will be the rate of salary they will ultimately command. Of course, as has been pointed out, scholastic education is not the only thing needful for success. All the qualities which have secured distinction in the profession in the past, will remain under the requirements of the Institute as indispensable as they have ever been. The

journalist who means to make himself a name, and to dignify his profession, must be diligent and enterprising, prompt and adaptive, capable of hard work and of quick work in sudden emergencies, and gifted with a large measure of common-sense and fair-mindedness. A first-class education at school or college cannot secure him these invaluable qualities, or dispense with the need of strictly professional training.

CHAPTER XXV.

THIRTY YEARS AGO, AND NOW.

Increase of Papers in Number, Size, and Equipment—The Demands of Modern Life—The Day's News for the Daily Paper—Former Dependence on London Press and the American Packet—The Telegraphic Agencies as News Collectors—The Utilisation of their Supplies.

THE present generation has witnessed a remarkable development of newspaper enterprise and influence. The number of journals in the United Kingdom and in Ireland has more than doubled during the past thirty years. But this numerical increase is only a feeble indication of the growth that has taken place. Speaking generally, it may be said with perfect truth that most of the papers which have prospered during the period stated have more than doubled their size, their circulation, their revenue, and their wages bill.

In 1864, most of the penny were smaller than the present halfpenny papers. Though perhaps fully as well supplied with local news as the modern halfpenny journal, they were far behind as regards promptitude and variety of intelligence. For one

thing, they had access to comparatively few meetings. Many bodies which now invite the representatives of the press to attend their meetings conducted their business with closed doors. Besides, the number of representative or public authorities was much smaller. The County Council was unknown, and the Parish Council undreamt of. The telegraph, too, was then in its infancy. The space reserved for "latest news"—that, namely, sent by the electric wire—formed only a small part of the news sheet. When meetings of even first-class importance were held in the evening in towns beyond easy driving distance of the publishing centre, the daily papers, though specially represented by their own reporters, were content to "be a day behind the fair" with their reports. By and by, as the trustworthiness of the telegraph began to be realised, a brief outline of the proceedings would be sent by wire, and published along with an intimation that an extended report would be given on the following day. It was not until the prolonged electoral struggle of 1867-68 was reaching its close, that the more enterprising papers perceived that they had the means of providing their readers with the news of the country and of the world on the day following the occurrence of the events reported or described. Once this discovery

was made, the conditions of newspaper production were quickly revolutionised. The lapse of a day made news stale; and the papers that were unwilling or unable to respond to the quickened pace, fell hopelessly out of the race.

Thirty years ago the editorial staff, when local intelligence was scarce, frequently experienced difficulty in finding material sufficient to fill the columns of their comparatively small papers. In the provincial office, the great event of the afternoon or evening, according to the distance from the metropolis, was the arrival of the London papers, which were freely "sub-edited," not only for reports of speeches, foreign intelligence, and markets, but also with a view to a compilation of a column or more of "The Spirit of the Press." Prior or subsequent to this period of activity, various intervals of leisure occurred between the delivery of the parcels from the railway stations, or the post-office, containing the contributions of the district reporters or correspondents. Only too frequently these intervals were used as convenient times for adjournments to the "press howffs," specially privileged by the police, where the members of the staffs of rival papers met together for social relaxation. Sometimes these social enjoyments would be unduly prolonged; and hastening back to their

offices, the sub-editors might find among the parcels brought from the railway a packet of American papers, which the energetic and vigilant correspondent at Liverpool had obtained from one of the mail steamers that day, and had sent off to his clients in different parts of the country as the best means of enabling them to give to their readers the fullest and latest accounts of the progress of the civil war in the United States. Then for a time the characteristic stillness of the office and the placidity of the staff would be disturbed; a scene of great bustle and excitement would be witnessed; the publication of the paper would be delayed; many parcels would lose their train connection; and paterfamilias, as he waited for his delayed morning paper, would restrain his impatience by assuring himself that news of importance worth waiting for must have arrived.

The modern sub-editor knows nothing of the difficulties of his predecessor in obtaining material to fill his columns, even though the space at his disposal be more than twice that considered ample thirty years ago. His trouble is of a precisely opposite nature. One of the goddesses of the old Greeks and Romans is his willing agent, serving him as promptly and as efficiently as the grateful Ariel served his liberator Prospero. "Sleepless, always prying, swift of foot,"

Pheme reports to him whatever she sees or hears of the wide world that is worthy of retelling. "Rumour, than which," as Virgil tells us, "no pest is more swift, increases by motion, and gains strength as she goes;" and as the night advances, the budget of news collected from the ends of the earth becomes sufficiently abundant to fill, not one but many papers. "Loud Rumour"—which Shakespeare represents as thus describing its own functions and services:

> "I, from the orient to the drooping west,
> Making the wind my post-horse, still unfold
> The acts commenced on this ball of earth"—

pours in its supplies by telegraph wire, by post, by railway, and by the diligent hands of many ready writers; and as the gathering pile of original first-hand contributions accumulates, the sub-editor and his colleagues feel under no temptation to turn to contemporaries for second-hand news. Their business is to make their paper speak on the morrow the news of the world to all its readers; and they know well that if that feat is to be accomplished,—if the superabundant supplies are to be so utilised that no item of intelligence of importance will be missed, that no old news will be produced, that no paragraph or report will be repeated,—they will require to forego the social intercourse and recreation their predecessors

prized so highly. The sub-editor who serves the subscribers of the paper with intelligence that has been published in a rival contemporary, inflicts on the business and property whose interests it is his duty to promote, as much discredit as the journalist whose work, from the literary point of view, is slovenly and otherwise unsatisfactory.

CHAPTER XXVI.

THE POWER OF THE PRESS AND ITS MISSION.

The Modern Mercury—The Unification of the Human Family—The Promotion of Peace and Reform—The Purity of the Fourth Estate—Unfriendly Critics and Mistaken Foes—The Upholder of Justice and the Friend of Morality—Avoidance of Catchpenny Extravagance and Sensationalism—The Incitement to Betting—The Journalist and the Political Partisan—The True Sphere and Work—The Independence of the Press—Its Educating Influence—Its Function as the People's University—"The Defender of the Faith."

IF to-day the pen is mightier than the sword, the superiority is due in no small measure to the work and the influence of the newspaper press. In assertion of its peculiar claims as a medium of communication, journalism has fitly given the name of Mercury to many of its organs. As, in the old mythology, the messenger and envoy of Jupiter, Mercury conducted the intercourse between heaven and earth, announcing the will of the gods to men, and protecting mortals in the pursuit of business enterprises agreeable to the will of the inhabitants of Olympus, the modern newspaper press is increasingly assuming the functions

of the agent of the "living oracle" sent by God "into the world to teach His final will." It is at least one of the custodiers of the true "keys of power."

Knowledge is power. The press possesses and uses that power. Its agents are everywhere beholding the evil and the good. It is the world's audiphone. Its business is not only to see and hear everything that is worth observing or fit to be noted, but also to proclaim it on the house-tops,—to restore to the human race the sense of family kinship and nearness, keeping the tribes and nations informed of each other's affairs, condition, and prospects; thereby increasing brotherly interest in each other, knitting land to land in friendly and mutually enriching intercourse, and gradually but surely promoting the coming of the time of millennial happiness, foreseen and foretold by prophets and poets, when "all men's good" shall

> "Be each man's rule, and universal peace
> Lie like a shaft of light across the land,
> And like a lane of beams athwart the sea,
> Thro' all the circle of the golden year."

Because of its power, the modern press has many adulators; but the British press certainly deserves all the praise that is given to it, as an agent of international concord. Any journal which, at the present time, sets itself to the incitement of international

hatreds and strifes, or to the defeat of the pacific efforts of diplomacy, would quickly lose public respect and support—and that too largely as the result of the public opinion created by newspaper writers. The British press is indeed remarkably loyal and helpful to the Foreign and Colonial Offices, as they labour to protect and secure what the late Lord Derby described as the greatest of British interests. Cobden was wont to speak and write of free trade throughout the world, and of peace and goodwill amongst the nations, as "really convertible terms." British influence is happily becoming increasingly recognised as synonymous with the cultivation of international amity; and in this peace-making, unifying work, the British press is playing a leading part.

While magnifying the doctrine of international arbitration, it is faithfully and sedulously preaching the peace principle at home. The boards of conciliation which are now being established in our industrial centres are largely the outcome of its teaching and of its moderating influence on the relations of capital and labour. The journalist who most realises his duty, and who is most faithful to his mission, makes, in the truest sense, the greatest good of the greatest number his chief concern. He is the friend of the poor and the oppressed. He is the promoter of social

and sanitary reform. He proclaims the doctrine that cleanliness is next to godliness. He exalts and commends the domestic virtues. He points the toil-worn workman to "a happy fireside clime for weans and wife," as "the true pathos and sublime of human life." He is the champion of truth and of freedom. He is the advocate of the righteousness which exalteth a nation.

And he is incorruptible. Like Argos, he has a hundred eyes. But, warned by the fate of this servant of Juno, he keeps all his faculties alert, and himself free from the seductions of the Argos-slayer. He scorns a bribe. Indeed the surest and quickest way of exciting his resentment and of incurring his enmity is to speak or to act as though his active aid or his silence were purchasable by a gift. The mere assumption that he is amenable to backsheesh provokes his fiercest anger. One of the shining virtues of the British journalist, and one of the secrets of his power, is his superiority to *douceur*. He jealously guards the purity of heart which gives it "the strength of ten." He acquires influence in proportion as he shows himself independent, incorruptible, wholeheartedly devoted to the public good. When his character is spelled in such letters, known and read of all men, he becomes a true "king of men."

Yet there are those who, admitting the power of the press, distrust and dread its revolutionary influences. They see its invasion of the parish, and its gradual dethronement of the squire and the parson from their positions of supreme authority. Constant water-dropping wears the stone; and the daily teaching of the press, that enters into nearly every home, tends in their eyes to turn the world upside down. They sit in judgment on the contents of the daily sheets, and often desire they could consign the greater portion of them to the *index expurgatorius.* Often the most charitable and the most friendly of the critics find cause for censure in the conspicuous publicity given to details of horrible crimes, or cases of gross immorality, and complain that the circulation of this kind of literature has a demoralising effect.

It is true that not a few newspaper editors hold that the business of journalism is to depict the world as it exists, and that the best way to cure the running sores of society is to expose them. It is certain, however, that few of these champions of the unrestrained freedom of the press make full use of the liberty they claim. In the interests of morality nearly all of them exercise a rigid supervision of the material furnished for their columns, and make sweeping excisions of parts or passages that might be con-

sidered prurient, or in any way offensive to virtue or refined taste. Probably enough they would decline to become parties to any underhand attempt to conceal legal proceedings, or official investigations involving persons or families of high position in disgrace and humiliation. Their sense of justice and fair play calls upon them to show no partiality or favour to wealth or rank which they deny to poverty or humbleness of station. They repudiate the doctrine

> "That in the captain 's but a choleric word,
> Which in the soldier is flat blasphemy ;"

and public sentiment sustains them in this maintenance of the principles of strict justice. But few editors of the present day would decline to respect the openly-stated appeal, or direction of a judge, for privacy ; and little complaint would be made by the newspaper press if the judges, from a desire to protect virtue, decided to take a great number of divorce and criminal cases *in camera.*

As a matter of fact, catchpenny extravagances, or sensationalism in any form, impurity of any kind, conflict with moral sentiment in any way, do not pay in the long run. They may secure a momentary enlargement of circulation, but they assuredly drive away the steady subscribers and the advertisers. They strike a deadly blow at the good name and popular

confidence which are the true bases of an enduring newspaper prosperity. All newspaper conductors who really understand the secret of success, and who desire to protect and increase the value of the property under their charge, realise that true and abiding prosperity can only be secured by association with the forces making for righteousness. "There is no morality without religion," says Emerson; and "there is no religion without morality." In waging war against ignorance, "the curse of God,"—in striving to make men and women better citizens,—the press in very truth commends "pure religion and undefiled." It teaches that work is worship. Making a full use of "the power of the keys," it recognises knowledge as "the wing wherewith we fly to heaven."

One of the most common, and perhaps one of the most serious, complaints made by purists against the newspaper press, is the encouragement it gives, or is supposed to give, to betting and gambling. A glance at the legislation which has from time to time been directed against this form of evil, shows that wagering or betting was known as, and felt to be, a common evil long before the modern newspaper was brought into existence, or was even thought of. Still, while newspapers cannot be fairly chargeable with the origination of the mischief, it may be admitted that

they have done, and are still doing, not a little to continue and expand it. To the publication of reports of horse racing, or of any kind of sport, or game of skill, or athletic exercise, no tenable objection can be taken. The publication of betting quotations, and of incitements to betting in the prophecies of the tipsters, is however a different thing. Betting itself is not protected by law—that is to say, neither party to a bet can bring an action to enforce payment or fulfilment of the undertaking. It is true that at the present moment betting in various forms and circumstances is recognised by law, to the extent that it is treated as permissible. It is equally true, however, that other forms are explicitly declared illegal; and that the whole business, as such, is conducted more or less under police espionage. In these circumstances, newspaper conductors may fairly put to themselves the question whether they are entitled to give any encouragement or assistance to a practice so obviously questionable. Probably if the legislature were to pass an act prohibiting the publication of all betting lists, and quotations and inducements to betting, the majority of the newspapers would welcome, rather than resent, this particular limitation of their freedom. The disappearance of betting news from the newspaper would doubtless tend to check, if it did not

extirpate, the evil. Until, however, uniformity of action can be secured, this purgation cannot possibly be effected; and an Act of Parliament seems the only means of ensuring the indispensable uniformity of action. Meanwhile, the censors of the press commit a mistake when they assume that the newspaper conductors or editors are opposed to the reform which they advocate.

Another of the charges frequently brought against the press is, that in political strife it is more partisan than the politician,—that it displays and fosters a keenness of feeling, and a fierceness of temper, far greater than the leading combatants themselves exhibit in the arena of debate at Westminster. This accusation is not quite baseless; and the fact that it is sometimes audaciously made by the place-hunters, as though the heat shown by the loyal supporters of their party in the press embarrassed rather than helped them, ought to arouse the writers to a sense of the thanklessness of party journalistic service. The ordinary politician is quite willing to make use of the zeal or keenness of feeling, as well as of the talent, of the partisan journalist, and then laugh at the scribe for his pains. If he has a political speech to deliver, he may find all his facts, all his arguments, all his inspiration, in the columns of the derided, depreciated

party organ, but he will never mention its name, nor make the slightest acknowledgment of its services. Some speech delivered by some other budding politician, fresh from school or college, and destitute of a single new idea, will be taken as the ostensible text of the address; and the audience, treated as ignorant rustics, will be asked to look on admiringly, as though two giants in debate were engaged in a momentous controversy. The journalist, it is true, does not look to governments or to political parties for his reward; but he may be pardoned the display of some resentment when he finds himself treated as a Gibeonite—as a hewer of wood and a drawer of water—by the men who in the political sphere reap the benefit of his work.

Independence is essential to the full development of the power of the press. There is abundance of scope for the energies of the journalist outside the range of the party shibboleths. The interests of the British empire are world-wide; and if these interests are to be effectively promoted, if the empire is to be knit more closely together and is to exercise a predominating influence on the course and progress of human advancement and elevation, the British journalist must devote himself to the elucidation and discussion of subjects befitting "the Parliament of man." The service required of him is the purification

of all public work; the association of the true aristocracy with the democracy by the encouragement of the best and wisest to take part in every department of public life; the enlightenment and guidance of every elector in Britain, so that, in discharging the responsibilities placed upon him as a British citizen, he may display something of that royalty of character that made every soldier in the Cæsar's Tenth legion fit to be a leader. That is the work with which the British press, if it is to be true to its mission, must now charge itself.

No institution occupies a position of greater independence than the modern English newspaper. Its business interests protect its integrity. The mere suspicion of its subordination to any person or party heavily handicaps any young journal; while the well-established paper knows that the best security for its continued success is the proof its management gives of superiority to undue influence of any kind. To surrender, for any consideration whatever, loyalty to the public interest, is to sacrifice reputation and one of the vital conditions of prosperity. Secure against successful attack so long as it efficiently discharges its recognised functions, the newspaper is able to champion the oppressed, to claim the redress of wrongs, and to combat all forms of iniquity sheltered

or aided by principalities and powers, whether in the industrial, the commercial, the ecclesiastical, or the political sphere. The paper which knows and does its duty is as unassailable as a judge, so long as it respects the law of libel; and this immunity enormously increases its responsibility as the friend and advocate of truth and justice.

The superior persons who seek to depreciate the modern press are not confined to the ranks of the purists, or of the bewailers of blind partisanship and of political animosity. They are to be found also among men of letters. Some of these critics lament the slenderness of the connection between literature and journalism. Journalism, say these authorities, is not literature. Happily, however, as has been pointed out in a previous chapter, this criticism is becoming less just and less applicable every day. One of the objects of the recently incorporated Institute is to remove as far as possible all ground of justification for this depreciatory estimate. The profession is now engaged in a united effort to raise its status educationally as well as socially. But even already it can be truly said that the journalist is more than a recorder of daily events—more, too, than a critic of the affairs of social, public, and national life. He is a recognised public teacher and guide who

moves along with the times; who at stated periods, weekly or daily, takes note of all forms of progress and development; who accepts as his motto or rule of life *humani nihil alienum;* and who helps his fellow-men in all departments of mental study, literary and artistic, scientific and theological, while utilising all his knowledge and influence on behalf of morality and righteousness.

In recent discussions of the question whether journalism is literature, justice has scarcely been done to the literary developments in which some of the larger provincial daily papers have anticipated their London contemporaries, while the special services rendered by the leading literary weeklies have been almost entirely overlooked. Nevertheless it is no extravagance to say that the regular reader or student of literature, as it is represented in the columns of the journals referred to, has at his command the means of a liberal education. Of more than one able editor of the present day who has been privileged to occupy a chair in the People's University, it may be said that he has proved a teacher of teachers, influencing for good not merely the politician and the journalist, but the high-priests of literature themselves, as well as the most dogmatic and the most masterful of the scientists and the theologians.

The men who exercise the higher functions of journalism not only directly instruct the public mind and purify the public conscience, but they directly and powerfully help, correct, and to no small extent control the most gifted intellects and the most dominant enthusiasms of the day. Though they may retain their anonymity, they nevertheless are gratefully recognised and appreciated as counsellors and companions, as wise and faithful mentors, by men of mark in all the more honourable and conspicuous departments of human endeavour. For it is felt that they have inspired a genuine love of books, they have enlarged mental equipment, they have so wisely and benignly assisted the study of at once the most imperative and at times the most perplexing problems of life and thought, as to broaden toleration, while deepening reverence and quickening the religious sentiment. Their teaching has been in harmony with the winning appeal and testimony of the late Poet Laureate, in favour of a cheerful, hopeful optimism,—

> "Cleave ever to the sunnier side of doubt,
> And cling to Faith beyond all forms of Faith!
> She reels not in the form of warring words,
> She brightens at the clash of 'Yes' and 'No';
> She sees the best that glimmers through the worst,
> She feels the sun is hid but for a night,
> She spies the summer through the winter bud,

She tastes the fruit before the blossom falls,
She hears the lark within the songless egg,
She finds the fountain where they wailed Mirage."

Such is the Fourth Estate. It concerns itself with every sphere of human life and attainment. It claims to rank with the highest and most honourable of professions. It is the instructor of the statesman and the administrator, of the teacher and preacher, of the scientist and litterateur, as well as of the common people. In the best sense of the phrase, it is "the defender of the faith." All men regard it with interest and, let us hope, with growing confidence and admiration. It draws its working members from every class and rank. Truly many are called, and few are chosen. Yet, as the marshal's baton is sometimes carried in the knapsack of the private soldier, so it is possible by its agency for a man sprung from the humblest condition of life to raise himself to a position in which he becomes the trusted counsellor of the noblest and the wisest, moulding "a mighty state's decree," and shaping "the whisper of the throne."

APPENDIX.

Charter of the Institute of Journalists.

VICTORIA, BY THE GRACE OF GOD OF THE UNITED KINGDOM OF GREAT BRITAIN AND IRELAND, QUEEN, DEFENDER OF THE FAITH, To all to whom these presents shall come, greeting :

1. [The first clause constitutes the Institute.]

2. The objects and purposes for which the Institute of Journalists (hereinafter and in the schedule to these presents called "the Institute") is hereby constituted are the following :—

(*a.*) Devising measures for testing the qualifications of candidates for admission to professional membership of the Institute by examination in theory and in practice, or by other actual and practical tests.

(*b.*) The promotion of whatever may tend to the elevation of the status and the improvement of the qualifications of all members of the journalistic profession.

(*c.*) The ascertainment of the law and practice relating to all things connected with the journalistic profession, and the exercise of supervision over its members when engaged in professional duties.

(*d.*) The collection, collation, and publication of information of service or interest to members of the journalistic profession.

(*e.*) Watching any legislation affecting the discharge by journalists of their professional duties, and endeavouring to obtain amendments of the law affecting journalists, their duties or interests.

(*f.*) Acting as a means of communication between members or others seeking professional engagements and employers desirous of employing them.

(*g.*) Promoting personal and friendly intercourse between members of the Institute; holding conferences and meetings for the discussion of professional affairs, interests, and duties; the compilation, constant revision, and publication of lists and registers of journalists, and of records of events and proceedings of interest to journalists.

(*h.*) The formation of a library or libraries for the use of members of the Institute.

(*i.*) The encouragement, establishment, or development of a professional journal for journalists.

(*j.*) The promotion, encouragement, or assistance of means for providing against the exigencies of age, sickness, death, and misfortune.

(*k.*) The acquisition by the Institute of a hall or other permanent place of meeting, and of other places of meeting.

(*l.*) Securing the advancement of journalism in all its branches, and obtaining for journalists as such formal and definite professional standing.

(*m.*) The promotion by all reasonable means of the interests of journalists and journalism.

3. The Institute shall not carry on any trade or business, or engage in any transactions with a view to the pecuniary profit or gain of the members thereof; and the members of the Institute shall not seek or derive any pecuniary profit or gain from the Institute or their membership thereof.

4. The Institute shall consist of a president, vice-presidents (not exceeding fifteen in number), a Council (not exceeding sixty in number), and such classes of members as may be from time to time prescribed by bye-laws of the Institute. The president and vice-presidents shall *ex officio* be members of the Council.

5. The first president shall be the said Hugh Gilzean Reid; the first vice-presidents shall be the said Sir Algernon Borthwick, the said Edward Lawson, the said Peter William Clayden, the said Thomas David Taylor, the said Charles Russell, the said John Archibald Willox, the said Benjamin Dain Hopwood, the said William Duncan, Henry John Palmer, of Birmingham, journalist; John Wilson, of Edinburgh, journalist; and John Vaughan, of Leicester, journalist; the first members of the Council shall be the said president and vice-presidents, and the said Edward Eden Peacock and the said Charles Clifford.

The said president, vice-presidents, and members of the Council shall hold office until the due election of their successors, in accordance with the bye-laws of the Institute.

6. The Institute shall have such permanent officers as the bye-laws of the Institute may prescribe, and such other officers and servants as the Council may from time to time appoint.

7. The government of the Institute and its affairs shall be vested in the Council. The Council shall obey the directions of these presents and the bye-laws of the Institute.

8. The Council shall have power from time to time to make bye-laws of the Institute, and from time to time to revoke, alter, or amend any bye-laws theretofore made. Provided that no such bye-laws, or any such revocation, alteration, or amendment, shall take effect until the same have or has been submitted to and sanctioned by a general meeting of the Institute, with respect to which due notice has been given that such new bye-laws, or such revocation, alteration, or amendment, will be taken into consideration at such general meeting.

9. The bye-laws of the Institute may provide with respect to all or any of the following matters :—

(i.) The carrying out of any of the objects of the Institute.

(ii.) The qualifications, election, amotion, and classification of members of the Institute and the conditions of membership (including contributions to the funds of the Institute).

(iii.) The qualifications, election, amotion, continuance in office, and duties of the president, vice-presidents, and members of the Council, and the number of vice-presidents, and members of the Council.

(iv.) The qualifications, appointment, dismissal, duties, and remuneration of the officers and servants of the Institute.

(v.) The summoning, holding, and proceedings of general meetings (including the voting at such meetings, and the rights and duties of members present thereat, and the quorum necessary to constitute the same).

(vi.) The summoning, holding, and proceedings of meetings of the Council ; the quorum of the Council, and the business, powers, and duties of the Council.

(vii.) The appointment of committees of the Council or Institute for inquiring and reporting to either the Council or

general meetings, or for the management of any part of the affairs of the Institute, or the promotion or execution of any of its objects.

(viii.) The management of the funds and property of the Institute, and the conduct of the business of the Institute.

(ix.) The organisation of the Institute, by the division of the United Kingdom, or any parts thereof, into districts, and the appointment of district committees of the Institute and district officers, and the qualifications, election, amotion, continuance in office of the members of such committees, and the qualifications and tenure of office of such officers, and the powers and duties of such committees and officers.

(x.) Any matters connected with or relating to any of the matters aforesaid.

(xi.) Any matters connected with or relating to the affairs or government of the Institute.

PROVIDED ALWAYS, that the said bye-laws shall comply with the provisions and directions of these presents, and shall not be in any manner repugnant thereto, or to the laws and statutes of this realm; and provided also, that the said bye-laws, and any revocation, alteration, or amendment thereof, shall not be of any force or effect until the same shall have been allowed by the Lords of our Privy Council, of which allowance a certificate under the hand of the Clerk of our Privy Council shall be conclusive evidence.

10. The first bye-laws to be made under these presents shall be made and sanctioned by a general meeting of the Institute, within the space of two years from the date hereof, unless the Lords of our Privy Council shall see fit to extend such period, of which extension the certificate of the Clerk of our Privy Council shall be conclusive evidence.

11. Pending the making, sanction, and allowance of bye-laws to be made under these presents, but no longer, the bye-laws in the schedule to these presents set forth shall be the bye-laws of the Institute, and observed as such.

12. The Council of the Institute shall be at liberty at any time or times hereafter to apply to us, our heirs and successors, for a supplementary charter or charters; and such charter or charters, when accepted in such manner and by such proportion and such of the members of the Institute as shall in such charter or charters be provided in that behalf, shall be binding upon the

Institute and all the members thereof, and to all other intents and purposes whatsoever, and shall repeal so much of these presents or any supplementary charter as shall be inconsistent therewith, and these presents and all such supplementary charters shall be construed as one instrument.

13. And we do hereby, for us, our heirs, and successors, grant and declare that these our Letters Patent, shall be in all things good, firm, valid, and effectual in the law, according to the true intent and meaning of the same; and shall be taken, construed, and adjudged, in all our courts or elsewhere, in the most favourable and beneficial sense, and for the best advantage of the said Institute of Journalists, any misrecital, non-recital, omission, defect, imperfection, matter, or thing whatsoever notwithstanding.

In witness whereof we have caused these our Letters to be made Patent. Witness ourself at Westminster, the third day of March in the fifty-third year of our reign.

The schedule above referred to, being the Provisional Bye-Laws of the Institute of Journalists.

Membership.

1. The Institute shall consist of five classes, viz.:—Members, fellows, associates, pupil-associates, and honorary members.

2. Members shall be persons not less than twenty-one years of age, who at some period prior to their election have been for at least two years in actual practice as professional journalists. They shall be elected by the committee of any duly constituted district, or by the Council after reference to the district committee. Before electing any candidate, the Council or district committee must be satisfied of such candidate's qualification and fitness for membership. A description of the qualification must be entered upon the form of application or nomination for election; and such election shall be by ballot. Candidates of less than two years' professional practice may be temporarily elected as associates, their candidature to be again submitted for election to the class of members in the ordinary manner upon completion of such period. All persons who at the date of these bye-laws coming into operation are members of the National Association of Journalists shall be members of the Institute.

3. Fellows shall be journalists (having previously belonged to the class of members) of recognised professional standing, or of especial experience or distinction. They shall be elected by the Council upon its own initiative, or upon the nomination of the committee of any duly constituted district.

4. Associates shall be persons not less than twenty-one years of age, ineligible as members or fellows, but by reason of their relations with journalism qualified to concur with journalists in the advancement and service of the profession. The mode of election of associates shall be similar in all respects to the mode of election of members. Proprietors of journals, who themselves are not, or have not been, personally engaged in professional journalism, are eligible as associates. All persons who at the date of these bye-laws coming into operation are associates of the National Association of Journalists shall be associates of the Institute.

5. Pupil-associates shall be persons not less than sixteen years of age, engaged (under indenture or otherwise) in training for the profession of journalism. The mode of election of pupil-associates shall be similar in all respects to the mode of election of members. Upon becoming qualified for the class of members, a pupil-associate may be transferred to that class by the ordinary course of election. All persons who at the date of these bye-laws coming into operation are pupil-associates of the National Association of Journalists shall be pupil-associates of the Institute.

6. Honorary members shall be persons who have rendered, or who by reason of position, eminence, or experience may be enabled to render, assistance in promoting the objects of the Institute. They shall be entitled to the services of the officers of the Institute and to the ordinary privileges of membership, except the right to vote. They shall not be required to contribute to the funds. Honorary members shall be nominated by members of the Council, or by districts or sub-districts, and shall be elected by the Council. All persons who at the date of these bye-laws coming into operation are honorary members of the National Association of Journalists shall be honorary members of the Institute.

7. Any sub-district committee shall have power to nominate to its district committee candidates for election to the classes of members, fellows, associates, and pupil-associates. Where no meeting of the sub-district committee is held within twenty-eight days after the date of any candidature, the nomination in such

case shall be held to be completed, in so far as concerns the sub-district committee, by the appending of the signatures of not less than three members of the sub-district committee to the form of application for election; provided that, in the case of nomination for election to the class of fellows, the nomination shall, if approved by the district committee, be submitted to the Council for election as provided in bye-law 3.

8. Associates, pupil-associates, and honorary members shall be entitled to attend and to speak at general and district meetings of the Institute, but not to exercise any vote in relation to the affairs of the Institute, other than the making, amending, altering, or revoking of bye-laws.

9. Ladies possessing the specified qualifications shall be eligible for the several classes of membership; and the masculine pronouns, when used in these bye-laws, shall be read as applying to both sexes.

10. The qualifications recognised by the Institute as constituting any person a journalist within the meaning of these bye-laws shall be the following:—

(*a.*) That he is professionally and habitually engaged as editor of a journal.

(*b.*) That he is professionally and habitually engaged upon the staff of a journal in the capacity of leader-writer, writer of special articles, artist, special correspondent, literary manager, assistant editor, sub-editor, or reporter.

(*c.*) That he is professionally and habitually engaged in supplying journals with articles, illustrations, correspondence, or reports.

11. The Council shall have full power to decide any question which may arise as to the qualification of any candidate for any class of membership. If in the opinion of the Council, after consultation with the district committee, the qualification of any member does not fully comply with the bye-laws and regulations of the Institute relating to the class to which such member has been elected, the Council shall have power to rescind the election of such member or to transfer him to another class of membership.

12. Fellows of the Institute shall be entitled to append to their names the initials F.J.I.; members, the initials M.J.I.

13. Any person desiring to become a member of the Institute in any class (except the class of honorary members) shall enter upon the form of nomination or application for membership such particulars as may be required, and having appended his signature thereto, shall deliver the form to the honorary secretary of his district or sub-district, or to the secretary of the Institute. The form shall be drawn and authorised by the Council.

14. The officers of the Institute shall consist of—

(*a.*) A president and twelve vice-presidents, elected annually in accordance with bye-law 29, together with such representative members of Council as may be elected by the districts in accordance with bye-law 35.

(*b.*) Two auditors of accounts, an honorary treasurer, an honorary secretary or honorary secretaries, a legal adviser, and a paid secretary, all of whom shall be nominated by the Council to the annual conference of the Institute for appointment.

(*c.*) In each district a district chairman, vice-chairman or vice-chairmen, honorary treasurer, and honorary secretary; these, together with the district representative or representatives upon the Council, and the district delegate or delegates to the general conferences of the Institute, being *ex officio* members of the district committee.

15. The presidents, vice-presidents, honorary treasurer, and honorary secretary or honorary secretaries, shall be *ex officio* members of the Council.

16. The persons who are officers of the National Association of Journalists at the date of these bye-laws coming into operation shall hold the corresponding offices in the Institute until the election of officers shall have been made in accordance with these bye-laws.

Contributions to the Funds.

17. Contributions to the funds shall be made as follows :—

Each member of the Institute shall pay not less than ten shillings and sixpence per annum.

Each fellow of the Institute shall pay not less than two pounds two shillings per annum.

Each associate of the Institute shall pay not less than ten shillings and sixpence per annum.

Each pupil-associate of the Institute shall pay not less than five shillings per annum.

18. The annual conference or other general meeting of the Institute shall have power to impose, from and after any date which may be determined by such conference or meeting, an entrance fee upon all new members (excepting honorary members) of such amount as may be deemed advisable.

19. Any member or fellow may compound for future annual subscriptions by a single payment,—by a member, of not less than ten guineas; by a fellow, of not less than twenty-five guineas. All such compositions shall be invested, and the interest alone shall be appropriated to the current expenditure of the Institute, except by special direction of the Council.

20. The rates of subscription specified above shall be subject to revision by the annual conference, or other general meeting of the Institute, in the event of such revision being found desirable, after due notice of any such proposal having been given, as provided in these bye-laws.

21. The annual subscription is due upon election to membership, and on the first of January in each succeeding year. All subscriptions must be paid before the first of July in the year for which they are due. Any member whose subscription is in arrear shall not be entitled to vote at any meeting.

22. Every person elected a member, fellow, associate, or pupil-associate of the Institute shall be liable for the payment of his annual subscription, until he has signified in writing to the secretary of the Institute or the honorary secretary of his district, at least two months before the end of the financial year, his desire to resign, or until he has forfeited his right to remain in or attached to the Institute.

23. Any person whose subscription is two years in arrear, that is to say, whose arrears and current subscription shall not have been paid on or before the first of July, shall be reported to the Council, who shall direct further application to be made for such subscription; and in the event of its continuing one month in arrear after such application, the Council shall have the power, after suitable remonstrance by letter, of erasing the name of the defaulter from the roll of the Institute.

24. It shall be the duty of the honorary treasurer of each district to collect the subscriptions of members of his district, and to forward the due proportion of them to the honorary treasurer of the Institute.

25. The Council shall be empowered to receive legacies or donations in aid of any of the objects of the Institute.

Annual and other Conferences.

26. Once in each year a general meeting of the Institute, called the Annual Conference, shall be held, a part of the business at which shall be to receive and deal with the report of the Council and the accounts for the year last preceding, and to elect officers for the ensuing year.

27. The annual conference shall be movable, and shall be held during the months of August, September, or October (unless otherwise ordered by the Council), the precise date being determined by the Council. Each annual conference shall decide upon the place at which the next succeeding annual conference shall be held.

28. At the annual conference, or other general meeting of the Institute, all members shall be entitled to attend and vote. The votes of those members and fellows who do not attend shall be exercised by the district delegates as hereinafter provided.

29. The following regulations shall govern the election of the president and vice-presidents by the annual conference :—

(*a.*) Members and fellows only shall be eligible for the offices of president and vice-president.

(*b.*) No person who has been president shall again be eligible as president until two complete years after the expiration of his year of office.

(*c.*) The Council shall each year—after consultation with the committee of the district in which the next succeeding annual conference is to be held—nominate to the annual conference the person who, in their opinion, should be elected president for the ensuing year ; also not less than twelve persons eligible as vice-presidents.

(*d.*) Each district of not less than twenty corporate members shall have the power to nominate one candidate for the office of vice-president. Such nominations must reach the secretary of the Institute not less than twenty-one days prior to the annual conference.

(*e.*) In voting, the members, fellows, and district delegates present shall erase from their voting papers as many names as shall leave (besides one name for president) not more than twelve names.

(*f.*) Members and fellows voting in their individual capacity need not sign their voting papers. District delegates must sign their voting papers, adding the names of the districts which they respectively represent.

(*g.*) The voting papers, after being marked as prescribed above, shall be handed to the two scrutineers appointed at the opening of the conference, who shall retire for the purpose of counting the votes. Upon their return the scrutineers shall hand a statement of the result to the president, who shall announce it to the conference.

30. The honorary treasurer, legal adviser, auditors, honorary secretary (or honorary secretaries), and secretary of the Institute may be elected, and all questions other than the election of president and vice-presidents may be decided, at the annnal conference by show of hands. But if any number of members, fellows, or delegates, representing not less than fifty votes in all, shall demand a poll of delegates or a ballot upon any question or upon the election of any officers, a poll or ballot shall be taken accordingly. This rule shall apply to all questions raised at any general conference of the Institute, except as otherwise provided by these bye-laws.

31. The votes of the district delegates at the annual or other general conference shall be equivalent to the total number of duly qualified members and fellows within the district represented, according to the latest returns to the secretary of the Institute, *minus* the number of members and fellows of such district who may be present in their individual capacity. When two or more delegates from any one district are present the votes of such district shall be divided equally between them.

32. Members desiring to bring any question before the annual conference, or other general meeting of the Institute, shall give notice to the secretary of the Institute at least six weeks before the date of such conference or meeting. Notices by members shall have precedence in the order of business according to the date of the receipt of them by the secretary.

33. The annual report and statement of accounts, and all proposals of the Council, shall be issued to members, either by circular or by publication in the official organ of the Institute, at least one month before the annual conference.

34. The Council shall have power to summon a general meeting of the Institute at any time when it may be found necessary.

The Council.

35. The Council shall be composed of the president, vice-presidents, and other officers as specified in bye-law 15 *ex officio*, and of representatives elected by the districts in the proportion of not more than one representative to every forty members and fellows or fraction of that number, being not less than one-half within the district to be represented. Any district of less than twenty members and fellows may, for the purpose of electing a representative, join with a neighbouring district. No district shall be entitled to more than five representatives upon the Council.

36. The president for the time being shall be *ex officio* chairman of the Council.

37. The Council shall meet as often as may be necessary to transact the business of the Institute.

38. Members of the Council (excepting vice-presidents who are not appointed representatives of districts) attending the meetings of the Council, shall be allowed their railway fares from the general funds of the Institute.

39. The duties of the Council shall include the following :—

(*a.*) To devise a scheme whereby candidates for admission to the classes of members, fellows, and pupil-associates may prove, by examination or other actual and practical test, their professional qualifications for admission.

(*b.*) To encourage, and where possible to initiate, whatever may tend towards improvement of the status, training, and qualification of all classes of journalists.

(*c.*) To formulate, in so far as may be found desirable, the professional usages and customs of journalists ; and to formulate, protect, and extend where necessary the beneficial privileges of the press.

(*d.*) To ascertain, for the guidance of members, the state of the law as affecting the conduct of journalists of their professional duties.

(*e.*) To mediate in regard to, and if possible to reconcile, disputes affecting members of the Institute.

(*f.*) To collect professional information of every kind for the service of members.

(*g.*) To watch all legislative proposals which may affect the efficient and satisfactory conduct of journalists of their pro-

fessional duties; and to exert their utmost influence to obtain amendment of such proposals in respect of any matters which may be injurious to the interests and usefulness of the profession.

(*h.*) To act as far as may be practicable as a means of intercommunication between members seeking professional engagements and employers desiring to find occupants for vacant posts.

(*i.*) To promote to the utmost degree personal and friendly acquaintanceship between members, by the holding of conferences and meetings in all parts of the country for discussion of professional affairs; by the compilation, constant revision, and publication of lists and registers of journalists, and of records of events and proceedings of interest to journalists, and by other means.

(*j.*) To form a library or libraries for the use of members.

(*k.*) To give every encouragement and assistance which may possibly be given, consistently with perfect security to the interests and reputation of the Institute, to the firm establishment or satisfactory development of a professional journal for journalists.

(*l.*) To devise and propose measures which shall lead towards the adoption by journalists generally of a scheme or system of providence against the exigencies of age, sickness, death, and misfortune; and to aid and encourage in every possible way all endeavours which are made to develop and extend existing systems and organisations established for such objects.

(*m.*) To devise measures which shall lead to enhancement of the general standard of remuneration for the professional services of journalists, especially by means of a previous enhancement of the standard of professional qualification, and by such other sound and beneficial means as may be carefully devised.

(*n.*) To devise measures which shall lead to the acquisition by the Institute of a hall or other permanent and sufficient place of meeting; and to aid in the acquisition of permanent and sufficient places of meetings for the several districts should it be found to be possible and desirable.

40. Should any of the offices of the Institute become vacant during the course of any year, the Council shall be empowered to fill such vacancies until the next annual conference, or to leave them vacant, as may seem desirable. This regulation shall not apply to district offices.

41. If any person while he is a member of the Institute—

(*a.*) Violates any fundamental rule of the Institute applicable to him; or

(*b.*) Is convicted of felony or misdemeanour, or is finally declared by any court or competent jurisdiction to have committed any fraud ; or

(*c.*) Is held by the Council on the complaint of any member of the Institute, or of any person aggrieved, to have been guilty of any act or default discreditable to a journalist

—he shall be liable to be excluded from membership, or to be suspended for any period not exceeding two years from membership, by a resolution of the Council, passed at a meeting specially convened for that purpose, with notice of the object, at which meeting there shall be present not less than nine of the members of the Council, and for which exclusion or suspension not less than three-fourths of those present and voting shall vote, and the member having first had an opportunity of being heard ; but any such exclusion or suspension may be at any time revoked or modified by the Council at a like meeting, by such a majority as aforesaid, subject to such terms and conditions (if any) as the Council think fit, and notice of any resolution for exclusion or suspension shall forthwith be sent to the person affected thereby. In the event of a three-fourths majority of the Council not voting for such an exclusion or suspension, no entry of the matter shall be made upon the minutes.

42. The Council shall be empowered to appoint committees, and to delegate to such committee any of the powers and duties of the Council as may be found desirable.

43. The Council shall be empowered on behalf of the Institute to affiliate branches in India and the Colonies or in foreign countries.

The Districts.

44. For the organisation of the Institute the United Kingdom shall be divided by the Council into districts, each district having officers and duties as prescribed in various parts of these bye-laws.

45. Once in each year, and at least twenty-one days prior to the annual conference, a meeting, called the district annual meeting, and consisting of the members and fellows resident within or specially attached to the district, shall be held, to receive and deal with the report of the district committee, and the district accounts for the year last preceding, and to elect district officers for the ensuing year. It shall be also a part of the business of the district annual meeting, and of such other district general meetings as may be held, to instruct the district

delegate or delegates to the annual and other conferences of the Institute as to the views of the members of the district upon any question which may be under consideration.

46. The district committee shall consist of the district officers as specified in bye-law 14 (*c*), together with such other members as may be appointed by the district annual meeting.

47. Should any of the offices of the district become vacant during the course of any year, the district committee shall be empowered to fill such vacancies until the next district annual meeting, or to leave them vacant, as may seem desirable. Should no meeting of the district committee be held within two months of the date of occurrence of any such vacancies, the Council shall have power to fill such vacancies if that step should appear to be desirable, subject to approval by the district committee or the members of the district at their next succeeding meeting.

48. The duties of the district officer and committee shall be as prescribed in various parts of these bye-laws ; to manage the affairs of the Institute within the district subject to the charter and bye-laws of the Institute ; to give every possible aid to the Council in performing the duties prescribed in bye-law 39 ; to keep the Council informed of all matters which may require their attention ; to give all possible information and assistance to members who may have need of them ; and to uphold and extend to the utmost the power and usefulness of the Institute and the interests of the profession of the press.

49. It shall be the duty of the district honorary treasurer to collect the subscriptions of the members of the district, as provided in bye-law 24.

50. For defraying the expenses peculiar to the district, the district honorary treasurer shall be entitled to deduct thirty-three and one-third per cent. from the subscriptions received by him, except in the London district, where the district honorary treasurer shall be entitled to deduct fifteen per cent. After making such deduction the district honorary treasurer shall forward the balance to the honorary treasurer of the Institute.

51. The district committees shall have power at their discretion to pay from the district fund all or part of the travelling expenses of the district delegates incurred in attending the annual or other conferences of the Institute.

52. It shall be the duty of the district honorary secretary and honorary treasurer to supply the central office of the Institute with all necessary information respecting the district, including returns of members elected, subscriptions paid, &c.; and it shall be the duty of the district honorary secretary to act as correspondent of the official organ of the Institute.

53. Once in each year the district honorary treasurer shall render to the Council an account of the district receipts and expenditure for the year last preceding.

54. The members or the committee of any district shall have power to form any part of the area of such district into a sub-district, and to make such rules for the management of the affairs of the Institute within such sub-district as may be found desirable: provided that nothing contained in the rules of any sub-district shall be contrary to the spirit and tenor of the charter and bye-laws of the Institute.

Certificates.

55. Upon receiving formal intimation of the election of any person to membership of the Institute in any class, the secretary shall issue to the district honorary secretary a certificate of such membership, bearing the signature of the president and of one or more of the vice-presidents of the Institute. The form of such certificate shall be drawn and authorised by the Council.

56. The district honorary secretary shall forward the certificate to the newly elected member to whom it refers upon receipt of such member's subscription, and of any other payments which may be due from him.

57. The certificate shall be renewed each year during which membership continues upon payment of the member's subscription. The renewal shall be either by the substitution of a fresh certificate or by the issue of an annual certificate of renewal, as may be determined by the Council. The Council shall have power (if required) to draw and authorise the form of an annual certificate of renewal of membership.

The Financial Year.

58. The financial year of the Institute shall be from the first of January to the thirty-first of December.

By warrant under the Queen's sign manual,

MUIR MACKENZIE.

THE DARIEN PRESS, EDINBURGH.

MAY 29 1915

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